

**Board Conference Room
March 28, 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 28, 2024, at 11:33 a.m.

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

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

Also Present: Ms. Linda East, Golden Township Resident; Mr. Donald Muckel, Benona Township Resident; Ms. Nancy Klepper, Golden Township Resident; Ms. Janet Schultz, Benona Township Resident; Ms. Byard, Oceana County Administrator; Mr. John Cavanagh, Oceana's Herald-Journal correspondent; and Ms. Coon, Oceana County Chief Deputy Clerk.

Moved by Mr. Morse and seconded by Mr. Beggs to approve the minutes from the March 14, 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.

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

Voice vote. Motion carried.

Public Comment

Mr. Muckel expressed concerns about an arrest and subsequent charge that was made against him in the last year regarding flying a drone.

Ms. East has been attending the DHS/OCMCF board meetings and one item that has been discussed over the last year is the HVAC system and that it is not being controlled appropriately. The air conditioning is so cold in the Alzheimer's Unit that residents wear their coats or use blankets during the day and sometimes wear coats at night while sleeping. The maintenance supervisor was supposed to attend the last meeting to discuss these concerns and did not attend.

Mr. Walker asked Mr. Erickson to mention this at the next DHS/OCMCF meeting and report back to the Board.

Agenda Items

MOTION #2024 -37 – MEDICAL CARE FACILITY BALLOT LANGUAGE

Moved by Mr. Erickson and supported by Mr. Morse, Motion 2024-37 to adopt Resolution 24-05 approving the ballot language proposition for the August election for the provision of an operating millage for the Oceana County Medical Care Facility.

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

Motion carried.

MOTION #2024 – 38 – OCEANA COUNTY MASTER PLAN

Moved by Mr. Morse and supported by Mr. Hardy, Motion 2024-38 to approve Resolution 24-06 to adopt the 2024 Oceana County Master Plan and allow for distribution to the notice group with the changes provided to WMSRDC by Mr. Walker pertaining to the boundaries of Village of Rothbury.

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

Motion carried.

MOTION #2024 – 39 -OCEANA COUNTY HAZARD MITIGATION PLAN

Moved by Mr. Beggs and supported by Mr. Erickson, Motion 2024-39 to approve Resolution 24-07 to adopt the 2024 Oceana County Hazard Mitigation Plan with edits to be made to correct boundary maps of the Village of Rothbury and to correct the list of emergency responders.

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

Motion carried.

MOTION #2024 – 40- AIRPORT COURTESY CAR

Moved by Mr. Hardy and supported by Mr. Beggs, Motion 2024-40 to allow for the disposal of a 2013 Ford, VIN #1FAHP2M86DG113447 and transfer to the Oceana County Airport Association for \$1.00 for the purpose of a courtesy car.

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

Motion carried.

MOTION #2024 – 41- ELECTIONS/INTERIM ELDERLY/SHELBY TWP. COMM PARK BUDGET ADJUSTMENT

Moved by Mr. Erickson and supported by Mr. Hardy, Motion 2024-41 to adopt budget amendment 04-2024 totaling \$1,159,189 to adjust lines in the Election, Interim Elderly and Shelby Twp. Comm Park budgets.

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

Motion carried.

MOTION #2024 – 42- MMRMA Rap Grant/Body Scanner

Moved by Mr. Beggs and supported by Mr. Morse, Motion 2024-42 to allow the submission of the application for a Rap Grant through the Michigan Municipal Risk Management Authority for \$50,000 toward the purchase of a full body scanner for the jail and the remaining \$92,500 to be paid from the Jail Commissary Fund. Opioid Settlement funds will be used to purchase an additional 3 years of maintenance at a cost of \$26,700.

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

Motion carried.

MOTION #2024- 43 – PAYMENT OF CLAIMS

Moved by Mr. Hardy and supported by Mr. Erickson, to adopt Motion #2024-43, approving the payment of accounts payable and release of funds for March 28, 2024.

AMBULANCE	\$58.60
GIS	-0-
FOC	-0-
PENTWATER-HART TRAIL	-0-
SHELBY TWP COMM PARK	-0-
BROWNFIELD	-0-
AUTOMATION R.O.D.	-0-
INDIGENT DEFENSE	13,093.08
LCOT	-0-
K9 UNIT	-0-
CJT	-0-
CDBG	-0-
ARPA	-0-
VETERANS AFFAIRS	6,074.70
TECH & INNOVATION	12,701.12
CAPITAL PROG/EQUIP REP	-0-
PUBLIC IMPROVEMENT	-0-
FORECLOSURE	-0-
BUILDING DEPARTMENT	17,432.44
GENERAL FUND	380,884.84
GRAND TOTAL	\$430,244.78

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

Motion carried.

Commissioner's Reports

Mr. Morse reminded the Board of the Action Planning meeting to be held April 4, 2024, from 12:00 p.m. to 2:00 p.m. at the County Services Building on Griswold Street, to wrap up the Donahoe Workforce Diversity Study. He also informed the Board they would be receiving an email from Jessica LaPointe in the Admin office to start the process of Ms. Byard's annual evaluation.

Mr. Erickson provided an update on the Crystal Valley Dam. He expects to report back with a remediation plan to prevent seepage. He reported that the previous Gale's IGA building is currently being considered for a satellite location for West Shore Community College. He attended the Oceana County Chapter of the Michigan Township Association (MTA) meeting hosted by Leavitt Township. He conveyed that Ms. Connie Cargill, the Golden Township Treasurer, will be taking the role of MTA President as of April 25, 2024. He addressed the comment regarding the HVAC system at the OCMCF by saying that he is a liaison on the board and does not have a vote. He can comment on the issue at the next meeting.

Mr. Walker asked Mr. Erickson to provide an update on the project to move the Building Inspection Department to District Health Department #10. There was a walk-through completed and it has been determined that a counter can be installed through the conference room wall to allow building permits to be issued. The conference room would then be fitted with cubicles for the inspection staff. The Building Inspection staff should do a walk-through now to determine if the space will work for them.

Mr. Beggs provided an update from the Oceana County Road Commission meeting. There are a couple large road work projects going on, one being Shelby Road from 64th Avenue to US 31. Mr. Timmer, the managing director, had a goal of seal coating 100 miles of local roads this summer, but that won't be possible because there are only about 65 miles left to be seal coated in the county. He thanked Mr. Carlson, Mr. Maloney, and the Planning Commission for their hard work in creating the Master Plan and Hazard Mitigation Plan.

Mr. Hardy expressed support for the WSCC project utilizing the previous Gale's IGA building as well.

Mr. Walker conveyed the Land Bank approved the grant application to be submitted to the State Land Bank for the partial demolition of the Barber Steel property in Rothbury. The grant is a reimbursement grant so the County will cover the cost and then submit the claim to the State Land Bank. The Land Bank should know by August 21, 2024, if the grant has been approved. He also reported that he signed an extension with Life EMS to continue to utilize the County Services Building as an educational facility accepted by the Michigan Department of Education. Normally he would have waited to bring it to the Board, however it was presented to him two days before the deadline to submit it.

Sheriff Mast shared that the jail population is up slightly, and road patrol has been busy. A new deputy has also been hired to alleviate the void in Golden Township.

Public Comment

Ms. Klepper related the Oceana County Medical Care Facility is hosting an Art Walk on April 1, 2024. Art has been donated to the Alzheimer's Unit. It is open to everyone and starts at 10:30 a.m. with refreshments served at 11:50 a.m.

Ms. Schultz reported that she attended a meeting at the Manistee Education Center, a satellite location of West Shore Community College, and she wanted to express how beautiful the location is. She hopes that those involved in the project on State Street in Hart coordinate with those who created the Manistee Center.

Chairperson Walker asked if there was any further business to come before the Board. There being none, the meeting adjourned at 12:16 p.m.

Melanie A. Coon, Oceana County Chief Deputy Clerk

Date

Mr. Walker, Chairperson

Finance and Administration Committee

The Finance and Administration Committee Meeting was called to order by Chairperson Hardy on Thursday, March 28, 2024, at 10:49 a.m., in the Board Conference Room.

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

Also Present: Mr. Stephen Carlson, WMSRDC; Mr. Troy Maloney, Emergency Mgt. Director; Sheriff Craig Mast; Lieutenant Mark Schneider; Ms. Byard, Oceana County Administrator; Mr. John Cavanagh, Oceana's Herald-Journal correspondent; and Ms. Coon, Oceana County Chief Deputy Clerk.

Moved by Mr. Beggs and supported by Mr. Morse to approve the minutes of the March 14, 2024, Finance and Administration Committee meeting as presented.

Voice vote. Motion carried.

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

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

Voice vote. Motion carried.

Public Comment

There were no public comments at this time.

Agenda Items

Ms. Byard brought forth the Medical Care Facility Millage Renewal Proposal which was reviewed by the county attorney and includes the requested changes from the previous board meeting.

Mr. Carlson, WMSRDC, and Mr. Maloney, Emergency Mgt. Director, asked for consideration of Resolution 24-07 to adopt the Hazard Mitigation Plan.

Mr. Walker reiterated that some of the maps of the Village of Rothbury in the Hazard Mitigation Plan do not include Double JJ Resort, as they should. He also noted the plan states that Double JJ Resort is in Grant Township, but does not indicate it is in the Village of Rothbury. The New Era and Rothbury police departments were also not listed as emergency responders in the plan.

Mr. Maloney indicated that cover letters requesting the jurisdictions consider adopting the Hazard Mitigation Plan and sample resolutions have been prepared to be sent out once the County Board approves the plan. He and Mr. Carlson will be available for any questions the jurisdictions have.

Mr. Carlson noted the plan was intentionally created as a multijurisdictional plan to allow local jurisdictions to adopt the plan and be eligible to apply for mitigation funding either before or after a disaster declaration.

Ms. Byard brought forth consideration to dispose of a county car and transfer to the Airport for the purpose of a courtesy car.

Ms. Byard also brought forth consideration for approval of Budget Adjustment for Elections/Interim Elderly/Shelby Twp. Comm. Park.

Sheriff Mast asked for consideration to apply for a Michigan Municipal Risk Management Authority (MMRMA) Rap Grant for the purchase of a Body Scanner. He explained the opportunity to acquire a

great piece of equipment that can ensure safety for both the inmates and the staff. There is a stable funding mechanism to pay for the equipment. The Rap Grant will be used, and the remaining cost will be covered by the Inmate Commissary balance.

Mr. Walker asked if there would be a maintenance agreement that would need to be funded for this equipment. He suggested that the Opioid Settlement funds be considered to pay for the maintenance agreement on the new equipment.

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

Oceana County Administrator

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

Fund #	Dept. #	Dept. Name	Amount	Purpose
Special Revenue Funds				
260 - Indigent Defense			\$ 9,886.50	to MKG Law Office, PLLC for court appointed attorney fees
298 - Technology and Innovation			\$ 11,382.00	to VC3, Inc for technology
549 - Building Department Fund			\$ 8,358.35	to RVN Inspections, LLC for permits, residential plan reviews, and commercial plan reviews
			\$ 1,150.00	to Shoreline Inspection Service LLC for permits, residential plan reviews, and commercial plan reviews.
			\$ 1,915.60	to Randolph D Miller, LLC for permits, residential plan reviews, and commercial plan reviews
			\$ 1,150.00	to Thomas Story for permits, residential plan reviews, and commercial plan reviews
			\$ 1,359.42	to Sonnie Smith for permits, residential plan reviews, and commercial plan reviews
General Fund				
101 - Board of Commissioners			\$ 8,184.83	to H Security & Investigation for courthouse security services

257 - Equalization	\$ 18,150.00	to V&V Assessing for contractualized Equalization Director services
262 - Elections	\$ 9,135.00	to Election Source for Public Accuracy Testing
	\$ 7,199.86	to Spectrum Printers for February 2024 Presidential Primary Ballots
289 - Friend of the Court	\$ 3,155.00	to MGT of America Consulting, Inc for child support billing
301 - Sheriff	\$ 19,956.02	to Enterprise FM Trust for vehicle repairs, maintenance, and vehicle leases
	\$ 1,819.92	to Elan Financial Services for various expenditures
	\$ 1,625.49	to Engineered Protections Systems, Inc for security purposes
	\$ 7,017.86	to Mears Service Center for vehicle repairs and maintenance
331 - Marine	\$ 1,500.00	to the Village of Pentwater for 2024 Marine Slip
351 - Jail	\$ 1,643.33	to Gordon Food Service for inmate board and janitorial supplies
	\$ 1,255.26	to Gordon Food Service for inmate board and janitorial supplies
430 - Animal Control	\$ 1,486.73	to Affordable Auto Sales & Services for vehicle repairs and maintenance
	\$ 8,589.22	to MWI Animal Health for cat cages and dog tags
528 - Transfer Station	\$ 26,352.40	to American Classic Dumpster Services

648 - Medical Examiner	\$ 6,876.22	to WMU Homer Stryker M.D. for autopsies

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

TRANSFER STATION SCALE QUOTES

We recently received updated quotes for the scales for the Transfer Station. Copies of those quotes have been included. GR Metrology provided a quote for a 50’ X 11” totaling \$98,729.44. West Michigan Scales provided two quotes. The first was for a 70’ X 11’ totaling \$73,215 with an option of adding guard rails for \$6,510. The second quote was for a 50’ X 11’ totaling \$62,305 with an option of adding guard rails for \$4,650. Please let me know when you would like to discuss.

HEALTH DEPARTMENT QUIT CLAIM/LEASE AGREEMENT

The Quit Claim Deed and the release from the Lease Agreement relating to the Health Department have been processed with the County Register of Deeds after review from Commissioner Erickson. The Health Department building is now Oceana County property.

MATERIALS MANAGEMENT

The Materials Management group met on Friday, March 14th to discuss next steps relating to the Materials Management Plans for each of our counties as well as discussion relating to who the DPA would be after EGLE had determined that the DPA must be a governmental agency. We then met with Erin Kuhn of WMSRDC to relay several questions and ask if these items be placed in the agreement that would be signed by the counties. The following is the list of items that were discussed:

1. WMSRDC will take the lead in gathering information and reaching out to haulers, recyclers, etc.
2. WMSRDC will provide letters for counties to send to adjacent counties and document efforts to collaborate.
3. WMSRDC will provide an intergovernmental agreement for execution by the counties and a resolution template that approves the agreement and establishes each county’s NOI.
4. WMSRDC will be responsible for all public meeting and hearing postings and notices to local units of governments for the DPA and MMPC
5. WMSRDC will take the lead in ensuring that the local units are notified of the approval of the plan and their opportunity for approval.
6. WMSRDC as DPA recognizes their ongoing responsibilities to maintain and amend the plan as needed.

WMSRDC will be following up with an updated agreement. The agreement will be provided to each of the boards for approval once it is complete. We are still waiting for some finalization of items through EGLE, which is slowing the process.

REQUEST FOR LETTER OF OPPOSITION

The Michigan Association of Counties sent information stating that a group of senators introduced a Congressional Review Act resolution of disapproval relating to the Interim Final Rule pertaining to ARPA funds. Currently, the final rule states that ARPA funds must be obligated by December 31, 2024, with the expenditure deadline through December 31, 2026. The disapproval resolution if passed would limit the counties’ ability to use funds for payroll for compliance and reporting personnel and ability to (re)obligate funds in the case that a contract is unable to fulfill their obligation. It would require the

obligation of funds by December 31, 2024. Without the flexibility counties would have difficulty coming into compliance with the ARPA statute. MAC is asking that counties submit a letter of opposition to allow the Interim Final Rule to remain as is. (Please see attached)

OTHER ADMINISTRATIVE ITEMS

As stated previously, we are gathering information for the County Auditors to allow them to complete the County Audit. They are scheduled to be in house May 6 – 10.

Jessica and I have been working through changes to the Personnel Manual as presented by the County Attorney. We are hoping to have this completed soon to allow for review by the County Board.

Ms. Byard reported that the county newsletter has been created and was reviewed by Mr. Morse. She asked for input on how to distribute the newsletter. The cost to mail them would be approximately \$3,000.

Mr. Hardy suggested publishing a QR code for those that would like to read it. He also suggested putting some printed copies at some locations.

Mr. Byard asked the Board how she should proceed with the Transfer Station Scale Quotes provided in her administrator’s report.

Mr. Walker indicated that he would like to take the quotes to some of the local businesses that work with scales to see what their opinions are on the types of scales and the quote amounts.

Ms. Byard conveyed that Mr. Randy Neuman, Oceana County Electrical Inspector, will be retiring on August 31, 2024. The Inspection Department has started to gather applications.

Department Head Reports

There were no department head reports at this time.

Public Comment

There were no public comments at this time.

Chairperson Hardy asked if there was any further business to come before the Board. There being none, the meeting adjourned at 11:26 a.m.

Respectfully submitted,

Melanie A. Coon
Oceana County Chief Deputy Clerk

Properties, Environment, and Economic Development Committee

The Properties, Environment, and Economic Development Committee Meeting was called to order by Chairperson Erickson, on Thursday, March 28, 2024, at 10:00 a.m. in the Board Conference Room.

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

Also Present: Mr. James Kelly, Michigan State University (MSU) Extension; Mr. Stephen Carlson, West Michigan Shoreline Regional Development Commission (WMSRDC); Mr. Garry McKeen, Oceana County Planning Commission Board Member and Parks and Recreation Commission Board Member; Ms. Byard, Oceana County Administrator, and Ms. Coon, Oceana County Chief Deputy Clerk.

Moved by Mr. Walker and seconded by Mr. Beggs to approve the minutes of the October 26, 2023 Properties, Environment, and Economic Development Committee as presented.

Voice vote. Motion carried.

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

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

Voice vote. Motion carried.

Public Comment

There were no public comments at this time.

Agenda Items

Mr. Kelly presented the MSU Extension Annual Report. He noted employees within the Oceana County MSU Extension office and their tasks. He also pointed out that community participation in programs offered by both the Oceana County staff and by MSU staff has increased. The 4-H program has also seen an increase in the numbers of clubs, members, and volunteers. The Annual Report included many informational items and focus areas for Oceana County.

Mr. Carlson, WMSRDC, brought forth consideration of Resolution 24-06 to Adopt the County Master Plan. He noted the 63-day public review period and public hearing had been completed for this project.

Mr. Walker noted that there are maps of the Village of Rothbury in the Master Plan that are not entirely accurate. The plan also listed a school in the village boundaries and that is not correct.

Mr. Carlson indicated the Board would need to determine if they wanted to approve the Master Plan with revisions or if they would like to send it back to the Planning Commission with a list of changes.

Public Comment

Mr. McKeen provided an update on the Marshville Dam Project. The project has not yet received authorization to proceed from the State Historic Preservation Office (SHPO). The contractor is ready to start on April 15, 2024.

Mr. McKeen also noted that the Oceana County Master Plan developed with WMSRDC has been very economical compared to what some of the townships have paid to develop their plans. Some townships have spent up to \$35,000 to create a 5-year master plan. The cost for the Master Plan and the Parks and Recreation Plan is approximately \$8,000.

Mr. McKeen reported that he had asked the Administrator and Board of Commissioners to support the adoption of a resolution requesting that the Governor reconsider the reallocation of Conservation District funding and that Michigan Department of Agriculture and Rural Development (MDARD), reconsider consolidating the 38 local Michigan Agriculture Environmental Assurance Program (MAEAP) technician positions into 24 employees that work from their homes.

Mr. Carlson provided an economic development update. He announced that WMSRDC had just completed a Regional Comprehensive Economic Development Strategy (CEDS), which helps create a 5-yr economic development plan. The CEDS qualifies all five counties and included jurisdictions, as well as non-profits, to apply for U. S. Department of Commerce Economic Development Administration (USEDA) funding.

Mr. Carlson is working with West Shore Community College (WSCC) to develop a Multifunctional facility in the City of Hart to provide workforce development training. USED A funding may be provided to this project to help provide training equipment for that facility.

Mr. Walker asked Ms. Byard to research and develop a resolution regarding Mr. McKeen's request and put it on the agenda for the next board meeting.

Chairperson Erickson asked if there was any further business to come before the Board. There being none, the meeting adjourned at 10:49 a.m.

Respectfully submitted,

Melanie A. Coon
Oceana County Chief Deputy Clerk