

**Board Conference Room
June 22, 2023
Board of Commissioners Minutes**

The regular meeting of the Oceana County Board of Commissioners was called to order by Chairperson Walker, on Thursday, June 22, 2023, at 11:31 a.m.

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

Roll was called by the 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. Hardy and seconded by Mr. Beggs to approve the minutes from the June 8, 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. Mr. Walker suggested that Motion #2023-75 have no action taken.

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

Voice vote. Motion carried.

Public Comment

There were no public comments at this time.

Agenda Items

MOTION #2023-74 – EMERGENCY MANAGEMENT HOMELAND SECURITY GRANT

Moved by Mr. Beggs and supported by Mr. Erickson, to adopt Motion #2023-74, approving the intergovernmental agreement between West Michigan Regional Medical Consortium (WMRMC) and Oceana County through May 31, 2025, for the purpose of delineating the relationship between the WMRMC and the Political Subdivision, and the Region 6 Homeland Security Planning Board, regarding the FY 2022 Homeland Security Grant Program.

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

Motion carried.

All Commissioners concurred that the County should pay the Michigan Township Association (MTA) dues at this time.

MOTION #2023-75 – OCEANA COUNTY VEHICLE – NO ACTION TAKEN

Motion #2023-75, moved by _____ and supported by _____, to approve the purchase of a county vehicle, from Meyer Brothers Chevrolet, in the amount not to exceed \$_____, to be paid with ARPA funds.

No action taken at this time.

MOTION #2023-76 – PAYMENT OF CLAIMS

Moved by Mr. Hardy and supported by Mr. Beggs, to adopt Motion #2023-76, approving the payment of accounts payable and release of funds for June 22, 2023.

AMBULANCE	\$577.26
GIS	-0-
FOC	2,204.09
PENTWATER-HART TRAIL	-0-
SHELBY TWP COMM PARK	4,281.39
BROWNFIELD	-0-
AUTOMATION R.O.D.	-0-
INDIGENT DEFENSE	22,210.41
LCOT	600.00
K9 UNIT	82.99
CJT	-0-
CDBG	-0-
ARPA	81,568.62
VETERANS AFFAIRS	5,122.85
TECH & INNOVATION	20,640.89
CAPITAL PROG/EQUIP REP	-0-
PUBLIC IMPROVEMENT	-0-
BUILDING DEPARTMENT	18,025.77
GENERAL FUND	460,560.97
GRAND TOTAL	\$615,958.23

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

Motion carried.

Commissioner’s Reports

Mr. Beggs attended a meeting at the Oceana CSB classroom, hosted by Mason-Oceana 911, regarding limited access dune communities. This covered ways to improve accessibility to homes along the lakeshore.

Mr. Hardy attended the Mason-Oceana 911 meeting where they approved the purchase of a new generator to replace the approximate 20-year old generator. There was discussion regarding Lake County joining with Mason-Oceana 911.

Mr. Morse will not be able to attend the next meeting, he will be in Arizona. Mr. Morse provided a brief update regarding the Broadband Taskforce; Great Lakes Energy was not awarded the Robin Grant, but funds were acquired for Ferry/Otto Townships from Auction 904: Rural Digital Opportunity Fund (RDOF).

Mr. Morse does not feel that he can be an effective Commissioner due to the downsizing of the Board of Commissioners from apportionment. He is in the process of writing a resolution to ask the State Legislature to allow for Oceana County to have a minimum of seven Commissioners on the Board.

Mr. Erickson provided a brief overview of what has been happening with the Crystal Township Dam. He briefly touched on the SNAP Grant application that Mr. John Warner, Oceana County Parks & Recreation Member, has been writing for Crystal Township.

Mr. Erickson indicated that Mears will be celebrating their 150th year anniversary in late August. This coming weekend there will be a tent raising for the Circus that is coming to town. Mr. Erickson attended the Newfield Township meeting, they are still struggling with lawsuits, residents, and turmoil.

Mr. Walker attended the CMH meeting Tuesday evening, there were 12-15 people that expressed their concern with CMH. Several board members welcomed the guests and promised to look in to the concerns that were raised.

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 11:50 a.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, June 22, 2023, at 10:02 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; Ms. Anderson, Oceana County Clerk; Mr. Troy Maloney, Oceana County Emergency Management Director; and Sheriff Mast.

Moved by Mr. Beggs and supported by Mr. Walker to approve the minutes of the June 8, 2023 Finance and Administration Committee meeting as presented.

Moved by Mr. Beggs and supported by Mr. Walker to approve the minutes of the June 8, 2023 Finance and Administration Committee Closed Session as presented.

Voice vote. Motion carried.

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

Moved by Mr. Morse 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. Troy Maloney, Oceana County Emergency Management Director, brought forth consideration of a motion to approve the Homeland Security Grant Program Intergovernmental Agreement. This grant funds the CodeRed program for the County, among other Emergency Management Department items.

Ms. Byard requested discussion regarding Michigan Township Association (MTA) dues. The cost has increased significantly from previous years, by \$2,000, and Ms. Byard has reached out to surrounding counties to find out how they feel about the cost increase. Ms. Byard spoke with Ms. Mary Lou Phillips, Oceana County Treasurer, and relayed that Ms. Phillips finds MTA invaluable.

Mr. Walker also spoke with Ms. Phillips and noted that she understands that there was an increase in dues, but she would encourage paying them because she feels that the knowledge would be too important to pass up on and money will be saved in the long run.

Mr. Erickson has attended several MTA meetings and believes the information and participation are beneficial to Oceana County. Ms. Byard noted that the increase in dues was for counties only; townships did not see an increase.

Mr. Morse asked Ms. Anderson if she utilized MTA in her office. Ms. Anderson responded that she did not; she receives and reads the newsletters and encourages the local clerks to utilize MTA.

Mr. Walker expressed his displeasure with MTA and suggested renewing for one year and then reevaluating next year. Mr. Hardy agreed.

Ms. Byard facilitated discussion regarding a motion to purchase a county vehicle. Mr. Walker noted that having a county vehicle will cut down on paying out employee mileage reimbursements. He spoke with Meyer Brothers Chevrolet and has been searching for a suitable vehicle and would like a finite price before making a decision.

Mr. Beggs wondered how much is paid out yearly for mileage and how much could be saved. Ms. Byard responded that \$28,000 is paid out yearly for travel and that \$23,000 of that is paid out of the General Fund. By purchasing a county vehicle, the County could save \$8,000 - \$10,000 in mileage reimbursements, however, insurance, maintenance, and fuel would need to be factored in.

Mr. Beggs then questioned if the vehicle would be adequate to accommodate persons who need to bring equipment. Mr. Walker responded that the County does have a pickup truck for those with equipment. Mr. Beggs questioned that if the car is available, but the person decides to drive their own vehicle, then the person would not be reimbursed mileage. Ms. Byard assured him that is the policy.

Mr. Hardy suggested tabling the discussion until a finite price can be set.

Ms. Byard also 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				
215 - Friend of the Court			\$ 2,194.09	to Image Soft for professional services and icloud storage
239- Shelby Twp Community Park			\$ 2,525.00	to Kennari Consulting for professional services. Fully reimbursed via private donations.
			\$ 1,756.39	to Landscape Architects & Planners for project services. Fully reimbursed via private donations.
260 - Indigent Defense Fund			\$ 6,547.00	to Hayes Law Office, PLC for court appointed attorney fees.
			\$ 6,853.00	to Good Law for court appointed attorney fees.
			\$ 5,625.00	to Indigent Defense Consultants for managed assigned counsel services.
286 - ARPA			\$ 25,000.00	to Macqueen Equipment for Pentwater Fire Department
			\$ 2,413.50	to Hart Fire Department for reimbursement for equipment
			\$ 1,153.13	to White Lake Flooring for new carpet for Jury Room at Courthouse Building
			\$ 52,900.00	to G Freeland Roofing for new roof on health department
549 - Building Department Fund			\$ 3,892.80	to Randy Miller for permits, residential plan reviews, and commercial plan reviews.
			\$ 3,702.05	to Randy Neuman for permits, residential plan reviews, and commercial plan reviews.
			\$ 5,850.00	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 - BOC			\$ 1,360.00	to Cohl, Stoker, & Toskey, P.C. for legal services.
			\$ 1,625.00	to Joanne Clark for the employee appreciation picnic.
172 - Administration			\$ 1,991.11	to TASC for June COBRA payment.
265 - Courthouse & Grounds			\$ 2,257.15	to City of Hart for utilities
283 - Circuit Court			\$ 4,473.92	to Hayes Law Office for court appointed attorney fees.
			\$ 3,321.50	to Heacock Reporting for court contracted services.

	\$ 4,473.92	to Springstead Law Offices for court appointed attorney fees.
301 - Sheriff	\$ 16,376.47	to Enterprise for fleet vehicle management.
	\$ 1,081.81	to Cardmember Services for employee travel and contractual services.
	\$ 1,204.03	to Emergency Services, LLC for equipment.
	\$ 3,898.00	to R & R Trailers for Trailer Repairs
	\$ 1,365.15	to EPS for security system.
351 - Jail	\$ 3,404.89	to Gordon Food Service.
	\$ 14,796.33	to Advanced Correctional Healthcare for on-site medical services per contract.
	\$ 3,613.04	to City of Hart for utilities
	\$ 4,140.82	to Correctional Recovery for medical billing services.
528 - Transfer Station	\$ 1,000.00	to CAT for repairs on the 420E
595 - Airport	\$ 2,759.06	to Bell's Equipment for Parts and repairs.
~ Total	\$ 194,854.16	

Mr. Walker noted that one of the bills for the Emergency Response trailer being damaged should be turned in to insurance and that the County should only be responsible for the deductible.

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

AeroPM Training

The Michigan Department of Transportation invited me to attend and two-hour AeroPM Training that worked through the new software for reporting. The meeting extended an additional half an hour but provided insight to the new program and how it will affect reporting in the future.

Health Insurance Update

Brown and Brown met with Jessica and I to review reports for our health insurance and provide an update of how our self-funded insurance is working for the county. Jennifer Martin with Brown and Brown will be presenting to the County Board in July with this information.

Payroll Position

Our Payroll Specialist resigned effective May 14th. The position was posted and an employee from within the county applied. Jana with the County Clerk's office will start with the Administrator's office on Monday, June 26, 2023.

Employee & Volunteer Appreciation Picnic

The employee and volunteer appreciation picnic will be held on Wednesday, June 28th from 11:30 a.m. – 1:30 p.m. on the south lawn of the county building. Administration staff have been planning for this event. (Sponsored by the Board of Commissioners). Please join us!

Materials Management Planning

A Materials Management Meeting is scheduled with County Administrators from the surrounding counties. We will be meeting here in Oceana County on Friday, June 23, 2023 to discuss a possible collaboration for the Materials Management program. Additional funding is available for counties that work together on their plans and it would reduce the amount of people from each jurisdiction required to be on the board. In addition, there are meetings held each month with the State of Michigan to discuss the Materials Management Planning. There will be a letter coming to the Board of Commissioners. Once that letter has been received, we will be required to submit a letter of intent. There is still more information that is being provided on this and I will keep you apprised.

Veterans Affairs

On Thursday, June 15, 2023, I had received a call from Mr. Phillip Stone commending the Veterans Affairs Department for everything they have done for him. Thank you to our Veterans Affairs Department for assisting Mr. Stone and our many Veterans that come to them for assistance.

Additional Administrator's Report Items

Ms. Byard has a tour of Electric Forest Festival (EFF) scheduled for Friday morning.

Department Head Reports

Sheriff Mast provided a brief overview of police matters; Undersheriff Schiller was dispatched to a scene as a Medical Examiner Investigator last night in Silver Lake. While there, he helped battle a fire at Hideaway Campground and in the process came upon an active Breaking and Entering. Undersheriff Schiller was finally able to return home at approximately 5:00 a.m.

Road Patrol has been very active and there are currently 50 inmates housed with some of them coming from EFF.

Sheriff Mast attended a meeting with Shelby Public Schools Superintendent, Village of Shelby Police Chief, and the Village of Shelby Manager, where they have applied for a State Police Grant to fund a School Resource Officer (SRO) for the Village of Shelby Police Department to participate in. However, the Village of Shelby Police Department is down to a Chief and one Patrol Officer, they have not had any qualified applicants apply for several months, and have realized that they will not be able to fulfill the SRO request. They asked for help from the Sheriff's Department in filling the SRO position, which will have funding for approximately \$69,000/year.

Mr. Hardy inquired as to how long the grant would be funded for. Sheriff Mast responded that it would be for three years.

Mr. Beggs asked how much it costs to have a Deputy on the road for one year with the total cost of benefits, over time, etc. Sheriff Mast was unclear to the exact amount, he believes it's approximately \$120,000, but deferred the question to Ms. Byard for further clarification at a later date.

Mr. Morse questioned if SRO's needed to be MCOLE certified. Sheriff Mast assured him that they must be and that the SRO would have their own office at the school.

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 10:35 a.m.

Respectfully submitted,

Amy L. Anderson
Oceana County Clerk