

**Board Conference Room
June 27, 2024
Board of Commissioners Minutes**

The regular meeting of the Oceana County Board of Commissioners was called to order by Chairperson Walker, on Thursday, June 27, 2024, at 11:35 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 Clerk Anderson. Present: Mr. Erickson, Mr. Morse, Mr. Walker. Absent: Mr. Beggs and Mr. Hardy.

Also Present: Mr. Craig Mast, Oceana County Sheriff; Ms. Byard, Oceana County Administrator; and Ms. Anderson, Oceana County Clerk.

Moved by Mr. Erickson and seconded by Mr. Morse to approve the minutes from the June 13, 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. He noted that the Ferry Township Lease Agreement would be tabled until all commissioners were present.

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

Voice vote. Motion carried.

Public Comment

There were no public comments at this time.

Agenda Items

MOTION #2024-71– FERRY TOWNSHIP LEASE AGREEMENT **TABLED******

Moved by Mr. Morse and supported by _____, to enter into a five-year lease agreement with Ferry Township for the purpose of operating the county transfer station and allow the Chair to sign.

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

MOTION #2024-72 – MAIN BREAKER UPGRADE

Moved by Mr. Erickson and supported by Mr. Morse, to approve the service upgrade to the main breaker of the courthouse to be installed by Korthase and Sons for a total amount of \$28,648.00 to be paid from ARPA funds.

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

Motion carried.

MOTION #2024-73 – PAYMENT OF CLAIMS

Moved by Mr. Morse and supported by Mr. Erickson, to adopt Motion #2024-73, approving the payment of accounts payable and release of funds for June 27, 2024.

AMBULANCE	\$59.69
GIS	-0-
FOC	-0-
PENTWATER-HART TRAIL	-0-
SHELBY TWP COMM PARK	-0-
BROWNFIELD	7067.10
AUTOMATION R.O.D.	966.24
INDIGENT DEFENSE	32,237.94
LCOT	-0-
K9 UNIT	-0-
CJT	-0-
CDBG	-0-
ARPA	-0-
VETERANS AFFAIRS	6,396.72
TECH & INNOVATION	1,731.66
CAPITAL PROG/EQUIP REP	-0-
PUBLIC IMPROVEMENT	-0-
FORECLOSURE	-0-
BUILDING DEPARTMENT	16,245.51
GENERAL FUND	550,597.16
GRAND TOTAL	\$615,302.02

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

Motion carried.

Commissioner’s Reports

Mr. Morse stated he is organizing a probate judge candidate forum two weeks from today at 6:30 at the research station which will be live streamed. He stated there will be three media organizations present that cover our county to ask the questions. Mr. Morse stated he will be the MC. The village of Shelby are in the process of holding interviews for the Administrative position. He also suggested the Commissioner compensation (salary) will need to be decided prior to the election as it cannot be changed after.

Mr. Walker thought the per diem can be adjusted, he thought it can be increased, however not decreased.

Mr. Erickson stated he appreciated the tour after the last meeting. He noted that the historical society dedicated the Red Barn in Mears to Carl and Mort Wiegand. He also stated that the Oceana County Fair is fast approaching and the preparations have begun.

Mr. Walker mentioned next Tuesday he will attend a meeting with Dr. Hovey-Williams, West Michigan Community Health (WMCMH) to see what they are able to do to assist with the Opioid money. He

also stated that on Thursday prior to the Electric Forest Festival, he met with Mark Meijer, Life EMS, to tour the triage facilities. He suggested the Sheriff tour next year. He also reported that LIFE EMS was looking into broadband from Great Lakes Energy at the new facility on M-20.

Public Comment

Sheriff Mast talked reported on the storm last week. Although the department was busy assisting with cleanup, he thought all went really well.

Chairperson Walker asked if there was any further business to come before the Board. There being none, the meeting adjourned at 11:52 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 Commissioner Morse on Thursday, June 27, 2024, at 10:30 a.m. in the Board Conference Room.

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

Also Present: Mr. Vaughn White, Valley City Metal Products, Mr. Garry McKeen, Oceana County Parks and Recreation Commission, Ms. Byard, Oceana County Administrator and Ms. Anderson, Oceana County Clerk.

Moved by Mr. Erickson and supported by Mr. Walker to approve the minutes of the June 13, 2024 Finance and Administration Committee meeting as presented.

Voice vote. Motion carried.

Commissioner Morse asked if there were any additions to the agenda. No additions 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 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				
		243 - Brownfield Redevelopment Authority	\$ 7,067.10	to Fishbeck for services rendered
		260 - Indigent Defense	\$ 1,620.00	to Annette Howe for court appointed attorney fees.
			\$ 8,515.50	to Hayes Law Office, PLC for court appointed attorney fees.
			\$ 6,894.00	to MKG Law Office, PLLC for court appointed attorney fees
			\$ 10,017.00	to Springstead Law Offices for court appointed attorney fees.
		549 - Building Department	\$ 5,404.45	to Randolph D Miller, LLC for permits, residential plan reviews, and commercial plan reviews

	\$ 2,612.46	to RVN Inspections, LLC for permits, residential plan reviews, and commercial plan reviews
	\$ 1,100.00	to Shoreline Inspection Service LLC for permits, residential plan reviews, and commercial plan reviews.
	\$ 1,351.52	to Sonnie Smith for permits, residential plan reviews, and commercial plan reviews
	\$ 1,100.00	to Thomas Story for permits, residential plan reviews, and commercial plan reviews
General Fund		
101- Board of Commissioners	\$ 6,286.06	to H Security & Investigation for May 2024 Courthouse Security services
	\$ 1,730.62	to Huntington National bank for food for the West Central Michigan County Alliance meeting.
	\$ 2,500.00	to MI Township Assoc for 2024-2025 dues
248 - General Services	\$ 10,000.00	to Pitney Bowes Reserve Account for postage
257 - Equalization	\$ 18,150.00	to V&V Assessing for equalization and assessing services.
283 - Circuit Court	\$ 4,223.92	to Hayes Law Office for monthly appropriations.
	\$ 3,300.00	to Heacock Reporting for court contracted services.
	\$ 4,223.92	to Springstead Law Offices for monthly appropriations

289 - Friend of the Court	\$ 3,155.00	to Mgt of America Consulting
301 - Sheriff	\$ 29,298.57	to Enterprise FM Trust for fleet vehicles and repairs
351 - Jail	\$ 1,745.49	to Engineered Protection Systems, Inc. for contract renewal and equipment
	\$ 2,406.24	to Gordon Food Service for inmate board and janitorial supplies
430 - Animal Control	\$ 1,465.00	Oceana Veterinary Clinic for Spay and Neuter
528 - Transfer Station	\$ 2,400.00	to Ferry Township for Transfer Station annual lease payment
	\$ 1,200.00	to American Classic Dumpster Services
	\$ 20,976.80	to American Classic Dumpster Services
601 - Health Department	\$ 42,788.75	to DHD #10 for 2024 3rd quarter appropriation
648 - Medical Examiner	\$ 10,429.96	to WMU Homer Stryker for autopsies
649 - Mental Health	\$ 10,647.92	to West Michigan CMH System for May 2024 local match

728 - Economic & Community Development	\$ 2,125.00	To MSUE Business Office for 1st qtr clerical support
~ Total		\$ 224,735.28

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

SECURITY MEETING

The quarterly court security meeting pursuant to the Michigan Supreme Court Administrator Order was held. There was discussion about Active Shooter Training and Fire Drills for the courthouse that will take place before the end of the year. It was noted as a reminder to be sure and communicate when there is an unscheduled building closure or anything that would affect the doors to be sure they are locked. H. Security was in attendance and requested advance notice for any jury trials. They also noted that the security contract will be expiring, and a renewal will be submitted for approval.

FOLLOW UP

An update for the Pentwater-Hart Trail will be provided at the Board of Commissioners meeting of July 25, 2024.

The County Newsletter has been finalized. Information will be provided at the next board meeting pertaining to the cost of mailing directly or the cost of distributing as an insert in the paper.

A notification has been posted on the courthouse doors announcing the closure of the building for July 4th and 5th. The notice has also been posted in the Oceana County Herald and the Echo.

A drawing for the Building Department space at the Health Department has been finalized. Brian is getting a quote for that construction. Once that has been obtained, a request will be made to the Board of Commissioners.

Per the request of the Board of Commissioners, letters were sent to all retirees pertaining to the additional contribution made to MERS.

An email pertaining to the two-hour parking was sent to Department Heads/Elected Officials as requested by the Board.

Additional Administrator’s Report Items

Ms. Byard asked if there were any other departments/buildings which tours are still needed. The transfer station and the new LIFE EMS facility was suggested. The 911 building was suggested for a tour as well.

Department Head Reports

Mr. Garry McKeen stated that the five-year plan has been approved by the parks commission and sent to the county board for approval and will be finalized at the next meeting. A total of eight signs, 2x3 which includes all the parks rules and civil penalties have been printed. Mr. McKeen stated that Pete LundBorg is studying the best way to mount the signs.

Public Comment

Mr. Vaugh White, Valley City Metal Products in Rothbury and Shelby was reported that they are in the process of applying for a federal grant due in November. The grant would be approximately \$10 million. The grant would be used to development a community center in Rothbury.

Commissioner Morse asked if there was any further business to come before the Board. There being none, the meeting adjourned at 10:40 p.m.

Respectfully submitted,

Amy L. Anderson
Oceana County Clerk

Properties, Environment, and Economic Development Committee

The Properties, Environment, and Economic Development Committee Meeting was called to order by Chairperson Erickson, on Thursday, June 27, 2024 at 10:02 a.m. in the Board Conference Room.

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

Also Present: Ms. Byard, Oceana County Administrator, Mr. Craig Mast, Oceana County Sheriff; Mr. Brian Schlaack, Oceana County Maintenance Supervisor, Mr. Garry McKeen, Oceana County Parks and Recreation Commission and Ms. Anderson, Oceana County Clerk.

Moved by Mr. Walker and seconded by Mr. Morse to approve the minutes of the May 23, 2024 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. Walker to approve the agenda as presented.

Voice vote. Motion carried.

Public Comment

There were no public comments at this time.

Agenda Items

Commissioner Walker discussed a lease renewal with Ferry Township for the purpose of operating the Transfer Station. He stated that after talking with the Ferry Township Supervisor, he asked that no action be taken at this time in order to include statements in the agreement regarding the operation of the Recycling Center and Transfer Station as well as the renovation. He also requested the addition of any subleasing be subject to the approval of Ferry Township. Administrator Byard mentioned there was a stipulation regarding the cleanup day "cap".

Mr. Schlaack, Oceana County Maintenance Supervisor was requested to come before the Board for questions about the bids for the main breaker panel upgrade for the chiller request. Administrator Byard provided a brief overview of this request.

Sheriff Mast reported on several issues which his office has been occupied with over the last week. Currently, his office is involved in a LIEN audit which is occupying his administrative staff and the IT director. He reported there was a serious traffic accident at Tyler Road and 72nd Avenue involving a 16-year-old male that was on a moped. The individual was airlifted to Butterworth Hospital in Grand Rapids and is in ICU. He also stated the victim is expected to recover. He reported there was also an accidental shooting involving a couple of young men who were inexperienced with firearms. The young men found a gun in the house and were target practicing when one accidentally shot the other. The victim was also airlifted to Grand Rapids and is expected to recover. Sheriff Mast also stated there was a rather interesting report of a boat sinking near the lighthouse which was reported to the Sheriff's Office through the Coast Guard. When the deputy and Troy Maloney, Oceana County Emergency Manager arrived, the Coast Guard was already there and there was no evidence of a boat sinking. It was also discovered the lighthouse was open. The next day the lighthouse keeper called the Sheriff's office to report a radio which had been broken. Upon further investigation, DNA evidence and fingerprints were collected. The Coast Guard Criminal Investigative Services are assisting the Sheriff's Deputies regarding several potential felonies. The individuals were seen, but not identified. He also reported the jail currently has 48 housed. He also stated the corrections department has one less officer due to a resignation. They are working to fill that position.

Mr. Schlaack, appeared to answer questions regarding the main breaker panel upgrade for the chiller. One question that was raised was about the difference in the totals from the three bids. Mr. Schlaack explained that two of the bids included items were above the requirements requested.

The bids were as follows:

COMPANY	INCLUDES	PRICE
Korthase and Sons Montague, MI	800 amp main breaker panel, new conduit, permit & utility coordination, 100 amp breaker and wire	\$28,648.00
Wirtz Electric & Communications Muskegon, MI	3 phase 1200 amp service panel, conduit and wire, refeed existing panel w/600 amp feed, proper grounding, permit and inspection	\$44,500.00
Shoreline Power Service, Inc. Grand Rapids, MI	Demo of old panel, install new 800 amp panel with breakers, engineered drawings, permits and inspections	\$75,000.00

Administrator Byard noted Mr. Schlaack has been in contact with a local builder regarding the remodel project for the Building Inspection offices at the District Health Department #10 building. Mr. Walker suggested Mr. Schlaack contact at least two other builders for bids to compare.

Public Comment

Mr. McKeen, Oceana County Parks and Recreation Commission was present to provide an update on the county parks. He reported there were two trees that came down at Stony Lake Park and needed to be cleaned up after the storm which came through Tuesday morning. He also stated Marshville Dam is partially removed. According to allowance from EGLE, only six inches is allowed to be drawn down each day. Unfortunately, the recent rain has hampered this. The road has been paved with the base layer at Marshville Dam and the final layer is to be paved today. The road should be re-opened before July 4. With the aid of Administrator Byard and the Conservation Resource Alliance (CRA) bids for a new walkway. He reported their estimate was \$142,000 however, the low bid was \$187,000. CRA has found multiple grants to help with this project which was initially started four years ago. Overall, of the \$2.35 million cost of this project, the County Parks budget has only had to contribute \$15,000. He announced that Saturday, there will be tire recycling event at the Road Commission garage. He also announced the Conservation District Executive Director Suzie Knoll has elected to leave the district. She has taken a new position of Executive Director at the Conservation Resource Alliance.

Chairperson Erickson asked if there was any further business to come before the Board. There being none, the meeting adjourned at 10:32 a.m.

Respectfully submitted,

Amy L. Anderson
Oceana County Clerk