

**Board Conference Room
July 27, 2023
Board of Commissioners Minutes**

The regular meeting of the Oceana County Board of Commissioners was called to order by Chairperson Walker, on Thursday, July 27, 2023, at 12:15 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. F. Lee Hyslop, Crystal Township Supervisor; Mr. John Cavanagh, Oceana's Herald-Journal correspondent; Ms. Stacia Erickson, The Oceana Echo, correspondent; and Ms. Anderson, Oceana County Clerk.

Moved by Mr. Hardy and seconded by Mr. Morse to approve the minutes from the July 13, 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. No additions were mentioned.

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

Voice vote. Motion carried.

Public Comment

Mr. Hyslop, Crystal Township Supervisor provided a report on Crystal Township and the many projects going on in the area. He stated that good progress is being made.

Agenda Items

MOTION #2023-82 – PREVENTATIVE MAINTENANCE CONTRACT

Moved by Mr. Morse and supported by Mr. Beggs to approve a three-year preventative maintenance contract from Martech Enterprise for air conditioning, heating, ventilation and refrigeration systems for all county buildings for a total amount of \$18,921.12.

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

Motion carried.

Mr. Morse indicated three bids are required, but only one was received.

MOTION #2023-84– BUDGET ADJUSTMENTS

Moved by Mr. Beggs and supported by Mr. Hardy to approve budget adjustments #06-2023 in the amount \$4,126,567, #07-2023 in the amount of \$18,255 and #08-2023 in the amount of \$29,000 to correct various lines throughout the budget

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

Mr. Walker –Yes.

Motion carried.

MOTION #2023-83 – APPROVAL OF ENGINEERING FEES

Moved by Mr. Erickson and supported by Mr. Morse to approve the professional services agreement with Mr. James Tiffany & Son in the amount of \$24,775 for the Crystal Valley Dam Remediation Project with \$22,375 to be paid with ARPA funds and allow the chair to sign.

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

Motion carried.

There was some discussion regarding the cost of repairs.

MOTION #2023-85 – PAYMENT OF CLAIMS

Moved by Mr. Hardy and supported by Mr. Morse to approve the payment of accounts payable and release of funds for June 8, 2023.

AMBULANCE	\$25,462.37
GIS	-0-
FOC	2,194.06
PENTWATER-HART TRAIL	-0-
SHELBY TWP COMM PARK	-0-
BROWNFIELD	-0-
AUTOMATION R.O.D.	2,074.80
INDIGENT DEFENSE	35,605.81
LCOT	-0-
K9 UNIT	-0-
CJT	200.00
CDBG	-0-
ARPA	72,799.50
VETERANS AFFAIRS	7,594.09
TECH & INNOVATION	7,537.56
CAPITAL PROG/EQUIP REP	-0-
PUBLIC IMPROVEMENT	-0-
FORECLOSURE	-0-
BUILDING DEPARTMENT	13,286.80
GENERAL FUND	687,432.04
GRAND TOTAL	\$854,187.03

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

Motion carried.

Commissioner’s Reports

Mr. Morse suggested the Board consider using ARPA funds for Parks & Recreation for labor and maintenance.

Mr. Erickson reported that the medical care is at a 78-bed occupancy. There will be a meeting Tuesday, August 1 to discuss the grant for the air purification system. He also stated that the Hart Dental Clinic still does not have a dentist.

Mr. Beggs commented that the Pizza Factory was hit by lightning and burned.

Mr. Hardy stated 911 board meeting was cancelled and re-scheduled for next month.

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 1:04 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, July 27, 2023, at 10:23 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. Kevyn Kozumplik, Auditor, Gabridge & Company (via Zoom); Ms. Jennifer Martin, Brown & Brown Insurance; Mr. James Tiffany, JE Tiffany & Sons, LLC (via Zoom); Ms. Mary Lou Phillips, Oceana County Treasurer; Mr. Garry McKeen, Oceana County Parks & Recreation Commission; Mr. John Cavanagh, Oceana's Herald-Journal correspondent; Ms. Stacia Erickson, The Oceana Echo, correspondent; and Ms. Anderson, Oceana County Clerk

Moved by Mr. Hardy and supported by Mr. Walker to approve the minutes of the July 13, 2023 Finance and Administration Committee

Voice vote. Motion carried.

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

Moved by Mr. Morris 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. Kevyn Kozumplik, CPA Manager, presented the County FY2022 Audit. Mr. Kozumplik reported there were no deficient funds or budget deficiencies to report to the state.

Ms. Jennifer Martin from Brown and Brown provided a health insurance update.

Mr. Curtis Burdette was not available to provide his presentation of the workforce development grant, but notified Ms. Byard that he would like to reschedule to provide the presentation at another time.

Commissioner Erickson began discussion regarding the remaining engineering fees for the Crystal Valley Dam and introduce Mr. Tiffany who was in attendance via zoom.

Discussion continued regarding the scope/intent and extent of services and the fees for services performed.

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				
210 - Ambulance			\$ 3,960.00	to Ferry Township Fire Department

	\$ 10,890.00	to Grant Township Fire Department
	\$ 6,490.00	to Shelby/Benona Fire Department
	\$ 4,070.00	to Walkerville Fire Department
215 - Friend of the Court	\$ 2,194.06	to Image Soft for professional services and icloud storage
256 - Automation Fund R.O.D	\$ 2,074.80	to GovOS, Inc for software fees.
260 - Indigent Defense Fund	\$ 1,550.00	to Envista Forensics for professional services.
	\$ 6,247.00	to Good Law for court appointed attorney fees.
	\$ 5,625.00	to Indigent Defense Consultants for managed assigned counsel services.
	\$ 8,672.00	to Springstead Law Offices for court appointed attorney fees.
	\$ 6,696.20	to Hayes Law Office, PLC for court appointed attorney fees.
286 - ARPA	\$ 50,900.00	to G Freeland Roofing for new roof on health department
	\$ 21,853.00	To Berger Chevrolet for new County Car.
298 - Tech and Innovation	\$ 5,250.00	to Alertus for professional services and technology support.
549 - Building Department Fund	\$ 2,786.80	to Randy Miller for permits, residential plan reviews, and commercial plan reviews.
	\$ 2,320.90	to Randy Neuman for permits, residential plan reviews, and commercial plan reviews.
	\$ 1,050.00	to Thomas Story for permits, residential plan reviews, and commercial plan reviews.

General Fund		
101- BOC	\$ 6,008.21	to H Security & Investigation for courthouse security for June 2023 and May 2023 OT.
	\$ 3,421.20	to Cohl, Stoker & Toskey, P.C. for legal services.
172 - Administration	\$ 5,973.33	to TASC for August thru October 2023 COBRA payment.
223 - County Auditing	\$ 26,700.00	to Gabridge & Company, PLC for 2022 financial statement audit report.
257 - Equalization	\$ 18,150.00	to V&V Assessing for equalization and assessing services July 2023.
	\$ 18,150.00	to V&V Assessing for equalization and assessing services August 2023.
283 - Circuit Court	\$ 3,086.15	to the State of Michigan for JIS Fees
286 - District Court	\$ 1,000.00	to Kathy Fuehring for Interpreter Fees.
	\$ 3,106.80	to the State of Michigan for JIS Fees
294 - Probate Court	\$ 3,188.83	to the State of Michigan for JIS Fees
296 - Prosecuting Attorney	\$ 4,193.00	to PAAM for software maintenance contract.
301 - Sheriff	\$ 1,215.53	to AT&T mobility
	\$ 19,388.30	to Enterprise for fleet vehicle management.
	\$ 1,704.00	to EPS Security for security system

351 - Jail	\$ 1,317.39	to Gordon Food Service.
	\$ 4,250.38	to City of Hart for utilities
	\$ 6,490.00	to ID Networks for service contract on fingerprinting system.
528 - Transfer Station	\$ 20,389.05	to American Classic Dumpster for removal of trash and recycling material.
	\$ 2,649.02	to CAT for repairs on the 420E
595 - Airport	\$ 1,425.00	to QT Petroleum on Demand for Annual Agreement.
601 - Health Department	\$ 5,300.00	to DHD#10 for monthly lease payment.
	\$ 42,788.75	to DHD#10 for 2023 appropriation.
649 - Mental Health	\$ 10,833.13	to West Michigan Community Mental Health.
~	Total	\$ 342,524.70

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

BUDGET TRAINING

Budget Trainings are being held to provide instruction on the budget module of BS&A. Our first two trainings were held on Friday, July 21, 2023. We had a good turn out and was informed that the process seems very simple. Our I.T. has had to make some changes to securities to allow employees to access their budget(s) and that is being done. Once that is complete, there shouldn't be issues with access. This process should make things run smoother and will also allow the budget to be printed with footnotes making explanations for some items self-explanatory for the Board members.

LOCAL ASSISTANCE AND TRIBAL CONSISTENCY FUND

An email was received today informing us that a second tranche of LATCF will be coming to us in the amount of \$105,271.91. The affirmation needed to be submitted and that was processed. The documents take approximately four days to review and we should be receiving those funds shortly after that time.

OPIOID MEETINGS

The Michigan Association of Counties will be holding monthly opioid meetings. I attended the first meeting and it was extremely helpful. They are scheduling counties to do presentations on programs they have put in place with the opioid monies. The information will be shared with the opioid committee as well as the Board of Commissioners.

PERSONNEL POLICY

The personnel policy was forwarded to the County Attorney. They did make changes and send back. The policy has been forwarded on to the Personnel Committee as well as Jessica LaPointe to review and make suggestions. They noted that there were duplications and suggested removing those.

GRANT OPPORTUNITY

We received a notification for a grant opportunity in the amount of up to \$2.5 million dollars. The Michigan Community Center Grant is for investing in people and revitalize places for use on programs and capital projects. The capital projects include remodeling, purchasing equipment, installing energy efficient heating and cooling, renewable energy, weatherizing, roofs and windows and updating recreational fields. There has recently been discussion pertaining to generators and I would like to apply for generators for each of the building as well as roof and window replacement for the County Services Building. If the Board has other items in mind, please let me know.

Additional Administrator's Report Items

Ms. Byard related that she received notification of additional opioid funds \$170,000 will be received over 15 years.

She also notified the Board that there is a grant for weathering facilities that she is looking into.

Ms. Byard also mentioned that she attended the MTA meeting last night.

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 12:07 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, July 27, 2023, at 10:01 a.m. in the Board Conference Room.

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

Also Present: Ms. Byard, Oceana County Administrator; Mr. Garry McKeen, Oceana County Parks and Recreation Commission; Mr. Mast, Oceana County Sheriff; Mr. Brian Schlaack, Oceana County Maintenance Supervisor, Mr. John Cavanagh, Oceana's Herald-Journal correspondent; Ms. Stacia Erickson, The Oceana Echo correspondent; and Ms. Anderson, Oceana County Clerk.

Moved by Mr. Walker and seconded by Mr. Hardy to approve the minutes of the May 25, 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. Beggs to approve the agenda as presented.

Voice vote. Motion carried.

Public Comment

There were no public comments at this time.

Agenda Items

Ms. Byard began a discussion regarding a three-year preventative maintenance contract for air conditioning, heating, ventilation and refrigeration systems. Mr. Hardy mentioned that in the body of the contract, it was indicated that the coverage period was for 2020 – 2023 and should be 2023 – 2026. He also indicated that he would be in favor of approving this contract with that correction.

Mr. McKeen, Oceana County Parks & Recreation Commission provided a report on the happenings at various County Parks. He stated that there has continued to be some vandalism at Crystal Valley Park. He also reported that the new shelter at Cedar Point Park is up, the roof is complete and the cement will be poured soon. He also reported that the Marshville Dam project is also progressing.

Sheriff Mast provided an update on the Sheriff's Department. He noted that there are 61 inmates, Road Patrol has been busy. He also stated that Officer Jeff Brown will be retiring at the end of this month and they have made a conditional offer of employment to an individual who is currently attending Grand Valley State University and is nearly finished with the program, and is looking forward to working with him.

Public Comment

Chairperson Erickson introduced Ms. Stacia Erickson as a reporter for the Oceana Echo

Chairperson Erickson asked if there was any further business to come before the Board. There being none, the meeting adjourned at 10:22 a.m.

Respectfully submitted,

Amy L. Anderson
Oceana County Clerk