

**Board Conference Room
December 7, 2023
Board of Commissioners Minutes**

The regular meeting of the Oceana County Board of Commissioners was called to order by Chairperson Walker, on Thursday, December 7, 2023, at 11:30 a.m.

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

Chairperson Walker opened the public hearing regarding the Proposed Fiscal Year 2024 Budget and Tax Levies at 11:32 a.m.

Chairperson Walker asked if there were any public comments at this time. There were no public comments.

Chairperson Walker closed the public hearing regarding the Proposed Fiscal Year 2024 Budget and Tax Levies at 11:33 a.m.

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

Also Present: Ms. Byard, Oceana County Administrator; Mr. Curtis Burdette, Oceana County Economic Alliance Executive Director; Mr. Garry McKeen, Oceana County Parks & Recreation; Mr. John Cavanagh, Oceana's Herald-Journal correspondent; and Ms. Coon, Oceana County Chief Deputy Clerk.

Moved by Mr. Erickson and seconded by Mr. Morse to approve the minutes from the November 9, 2023 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. Morse requested the addition of Motion #2023-130 to the agenda to consider 30% matching funding for the Rural Development Fund Grant application proposed by Mr. Curtis Burdette during the Finance Committee meeting.

Mr. Beggs noted that he would be reading Motion #2023-127 and the Payment of Claims due to the absence of Mr. Hardy's.

Mr. Erickson requested the addition of Motion #2023-131 to the agenda approving a \$10,000 transfer of funds from Fund 208 Parks & Recreation to Fund 288 Parks & Rec – Matching Grant Fund per the County Treasurer.

Mr. Morse asked to update the Building Department permit fee schedule in Motion #2023-129 to \$7, \$12 and \$14 for commercial solar projects per discussion in the Finance & Administration Committee meeting.

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

Voice vote. Motion carried.

Public Comment

There were no public comments at this time.

Agenda Items

MOTION #2023-127 – ADOPTION OF THE FISCAL YEAR 2024 BUDGET AND TAX LEVIES

Moved by Mr. Beggs and supported by Mr. Morse to adopt Motion #2023-127 to approve proposed Resolution #23-12 adopting the Fiscal Year 2023 Budget and Tax Levies.

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

Motion carried.

MOTION #2023-123 – RESOLUTION #23-13 ALLOWING FOR A 63-DAY REVIEW OF THE COUNTY MASTER PLAN

Moved by Mr. Morse and supported by Mr. Beggs to adopt Motion #2023-123 to adopt Resolution #23-13 allowing for distribution of the draft Master Plan for a 63-day review.

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

Motion carried.

MOTION #2023-124 – BROWNFIELD REDEVELOPMENT APPOINTMENT

Moved by Mr. Erickson and supported by Mr. Morse to adopt Motion #2023-124 to appoint Gina Loera to the Brownfield Redevelopment Commission as a member of the County Planning Commission from October 1, 2023 through September 30, 2026.

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

Motion carried.

MOTION #2023-125 – MSU EXTENSION AGREEMENT

Moved by Mr. Beggs and supported by Mr. Morse to adopt Motion #2023-125 to approve the Memorandum of Agreement between the Michigan State University Extension and Oceana County for FY 2024 and allow Chair to sign.

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

Motion carried.

MOTION #2023-126 – BUDGET AMENDMENT

Moved by Mr. Morse and supported by Mr. Beggs to adopt Motion #2023-126 to approve Budget Amendment #10-2023 to amend the Fiscal Year 2023 Budget for several funds in the amount of \$3,612,019 to prepare for year end.

Ms. Byard inquired if the amount listed in the motion was correct as there was an update to it.

Mr. Morse amended the motion amount to \$3,621,860 and include the expenditures amount of \$2,562,227.

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

Motion carried.

MOTION #2023-129 – BUILDING DEPARTMENT PERMIT FEE FOR COMMERCIAL SOLAR PROJECTS

Moved by Mr. Erickson and supported by Mr. Beggs to adopt Motion #2023-129 to add the following to the Building department Permit Fee Schedule for Commercial Solar Projects:

Units up to 20 K.V.A. or H.P./Per PV Module	\$7.00
Units 21 to 50 K.V.A. or H.P./Per PV Module	\$12.00
Units >50 K.V.A. or H.P./Per PV Module	\$14.00

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

Motion carried.

MOTION #2023-130 – APPROVE MATCHING FUNDS FOR RURAL DEVELOPMENT FUND GRANT APPLICATION

Moved by Mr. Morse and supported by Mr. Beggs to approve up to \$30,000 in matching funds for a recently available Rural Development Fund Grant Application that is due January 8, 2024 that will be submitted by Mr. Curtis Burdette, Executive Director, Oceana County Economic Alliance.

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

Motion carried.

MOTION #2023-131 – TRANSFER OF FUNDS FOR PARK & RECREATION

Moved by Mr. Erickson and supported by Mr. Morse to approve a \$10,000 transfer of funds from Fund 208 Parks & Recreation to Fund 288 Parks & Rec – Matching Grant Fund per the County Treasurer.

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

Motion carried.

MOTION #2023-128 – PAYMENT OF CLAIMS

Moved by Mr. Beggs and supported by Mr. Erickson, to adopt Motion #2023-128, approving the payment of accounts payable and release of funds for December 7, 2023.

AMBULANCE	\$1,539.07
GIS	-0-
FOC	2,194.06
PENTWATER-HART TRAIL	-0-
SHELBY TWP COMM PARK	371,253.38
BROWNFIELD	-0-
AUTOMATION R.O.D.	-0-
INDIGENT DEFENSE	22,555.41
LCOT	1,584.00
K9 UNIT	-0-
CJT	1,329.72
CDBG	-0-
ARPA	33,279.55
VETERANS AFFAIRS	7,803.03
TECH & INNOVATION	3,635.70
CAPITAL PROG/EQUIP REP	-0-
PUBLIC IMPROVEMENT	-0-

**FORECLOSURE
BUILDING DEPARTMENT
GENERAL FUND**

**-0-
19,139.54
430,877.60
GRAND TOTAL \$895,191.06**

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

Motion carried.

Commissioner’s Reports

Mr. Beggs met with the Pentwater Service Club to talk about county government and what the board of commissioners does. He reported that the Oceana County Road Commission has started a conversation regarding the possibility of putting a county-wide road millage proposal on a ballot. He noted that the Oceana County Veterans Affairs will be providing a report to the Board in January and that currently they have two openings on the board that need to be filled.

Mr. Morse attended an event where the Grand Haven Township Supervisor spoke and he was intrigued at the difference in budgets between jurisdictions like theirs and ours and how locality and population make up can affect the amounts of annual budgets. He recently read that Oceana County should be receiving approximately \$1.5 million in opioid settlement funds.

Mr. Erickson reported that Colfax Township is currently suffering blight issues and exploring recycling opportunities. He was present at the Crystal Valley Dam in Crystal Township to observe a test using dye to determine if there was a fault under the dam. The result did not indicate any apparent faults. He announced that there were 2,300 reservations made for the annual shoreline horseback riding season at the Silver Lake Sand Dunes during November 1-30, 2023. The economic impact on Mears has been tremendous. He noted the Michigan Department of Natural Resources will be moving forward with a proposal to open the Hart-Montague Bike Trail to horseback riding as well. He thanked the City of Hart and the Hart Economic and Redevelopment Team for decorating the fairgrounds on the corner of Polk Rd. and State St. Finally, he thanked Mr. Garry McKeen, Oceana County Parks & Recreation board member for all his work to transform the Oceana County parks into enjoyable locations with the limited funding available.

Mr. Walker related that District Health Department #10 has a new environmental health sanitarian, Matt Fournier. He stated that he was impressed with his fellow board members and their ability to work together and their dedication to the community.

Public Comment

Mr. Curtis Burdette, Executive Director, Oceana County Economic Alliance expressed appreciation for the support of the county board in regards to the Rural Development Fund Grant application matching funds. He indicated the community and local leadership has made his job much easier and he appreciated the forward vision.

Mr. Garry McKeen, Planning Commission board member, requested the board send a letter of appreciation to Mr. Vince Greiner who will be retiring 12/31/2023.

Mr. Morse acknowledged the three leaders of the boards he participates on, Erin Kuhn, executive director, West MI Shoreline Regional Development Commission; Shelly Keene, executive director, Michigan Works West Central; and Pam Curtis, CEO, Senior Resources of West Michigan. He wanted them to be acknowledged for their great leadership.

Mr. McKeen returned to recognize the Conservation Resource Alliance (CRA), Traverse City, as they have been able to find an unbelievable amount of funding to help with the Marshville Dam Project and the Stony Creek Project. The CRA is now planning to become more involved with Oceana County as they have found us to be a viable service unit for them. They are currently working with the Oceana Conservation District on

a couple of projects. Previously Oceana County was out of their service district, but after assisting with the two projects mentioned they have found a way to work in Oceana County more.

Chairperson Walker asked if there was any further business to come before the Board. There being none, the meeting adjourned at 12:03 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 Vice-Chairperson Beggs on Thursday, December 7, 2023, at 10:08 a.m., in the Board Conference Room.

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

Also Present: Ms. Byard, Oceana County Administrator; Mr. Garry McKeen, Little Point Sable Association representative; Mr. James Kelly, MSUE Director; Mr. Curtis Burdette, Oceana County Economic Alliance; Mr. John Cavanagh, Oceana's Herald-Journal correspondent; and Ms. Coon, Oceana County Chief Deputy Clerk.

Moved by Mr. Morse and supported by Mr. Walker to approve the minutes of the November 9, 2023 Finance and Administration Committee meeting as presented.

Voice vote. Motion carried.

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

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

Voice vote. Motion carried.

Public Comment

Mr. Garry McKeen, Little Point Sable Association representative was present to inform the Board that there has been progress regarding the radio connectivity issues in certain areas along the lakeshore. He explained that approximately four years ago there was a catastrophic house fire in that area. He stated that Mason Oceana 911 has been working towards a solution to this problem over the last two years. He pointed out that at the Mason Oceana 911 board meeting in October, the board approved the purchase of six special Motorola 800 band radios that allow push to talk and phone conversations (3/Oceana County and 3/Mason County) that will be headquartered at the Mason Oceana 911 center. There will also be a mesh system installed in the Little Point Sable Association that will be a data test area which would allow any emergency responder to go on their conventional radio or phone, connect with 911 thru high speed internet that has been provided by the Great Lakes Energy TruStream project. He stated that this has been a huge opportunity move forward with lifesaving issue along the lakeshore and any other areas that are void of radio transcription. He ended with expressing his appreciation to Ray Hasil, Mason Oceana 911 Director, Troy Maloney, Oceana County Emergency Manager and Sheriff Craig Mast, Mason Oceana 911 Board Chairperson.

Agenda Items

Ms. Byard brought forth consideration to adopt Resolution #23-13 allowing for a 63-day review of the Oceana County Master Plan.

Ms. Byard brought forth consideration to appoint Gina Loera to the Brownfield Redevelopment as the Planning Commission Representative.

Ms. Byard brought forth the consideration of adoption of the MSU Extension Agreement for Services. Vice-Chairperson Beggs asked Mr. Kelly, MSUE Director if he had any comments. Mr. Kelly responded that the contract is a standard contract as has been historically and offered to answer any questions that the Board may have.

Ms. Byard brought forth consideration of adoption of budget adjustment to correct current budget.

Ms. Byard brought forth consideration of adoption of proposed Resolution #23-12 to adopt FY2024 Budget and Tax Levies.

Ms. Byard brought forth consideration to add a fee structure for Commercial Solar Projects to the Permit Fee Schedule.

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

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

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			\$ 2,194.06	to Image Soft for professional services and icloud storage
239 - Shelby Twp Community Park			\$ 371,253.38	to Hallack Contracting, Inc for Shelby Community Park Expenditures
260 - Indigent Defense			\$ 10,951.95	to Good Law, PLC for various managed counsel services
			\$ 5,224.50	to MKG Law Office, PLLC for various managed counsel services
286 - ARPA			\$ 31,802.04	to Shelby Township for Shelby Community Park Expenditures
			\$ 1,477.51	to Shi International Corporation for Prosecuting Attorney's Office Karpel Software
272 - Criminal Justice Training			\$ 1,329.72	to WMCJTC for Fall 2023
293 - Veteran Affairs			\$ 1,076.58	to Auto Owner's Insurance Agency for indigent veteran/dependent expense
298 - Technology and Innovation			\$ 1,531.80	to Trace3 for Software
549 - Building Department Fund			\$ 1,000.00	to Shoreline Inspection Service, LLC for inspections and plan reviews

	\$ 5,463.30	to Randolph D Miller, LLC for permits, residential plan reviews, and commercial plan reviews
	\$ 5,390.65	to RVN Inspections, LLC for permits, residential plan reviews, and commercial plan reviews
	\$ 2,060.42	to Sonnie Smith for permits, residential plan reviews, and commercial plan reviews
	\$ 1,700.00	to Thomas Story for permits, residential plan reviews, and commercial plan reviews
General Fund		
101 - Board of Commissioners	\$ 5,783.17	to H Security & Investigation for Courthouse Security services
223 - County Auditing	\$ 8,000.00	to MGT of America Consulting, Inc for annual Cost Allocation Plan
265 - Courthouse & Grounds	\$ 2,682.61	to City of Hart for utilities
289 - Friend of the Court	\$ 1,110.80	to Huntington Bank for various travel expenses for training
301 - Sheriff	\$ 1,192.63	to AT&T FirstNet for first responder telephone services
351 - Jail	\$ 3,349.55	to City of Hart for utilities
	\$ 14,796.33	to Advanced Correctional Healthcare for inmate medical
	\$ 1,474.09	to Gordon Food Service for inmate boarding
	\$ 2,943.59	to Gordon Food Service for inmate boarding
	\$ 3,704.18	to City of Hart for utilities
	\$ 1,070.06	to DTE Energy for utilities

	\$ 1,572.04	to Gordon Food Service for inmate boarding
528 - Transfer Station	\$ 1,413.00	to GeoCycle for rubber tire disposal
649 - Mental Health	\$ 10,833.33	to West Michigan CMH for Local Match
~ Total	\$ 502,381.29	

Additional Administrator’s Report Items

BUDGET AMENDMENT

Budgets are being reviewed for amendments. An amendment is being submitted for this Board meeting. Further review will be completed once this amendment is done with additional amendments to be provided at the next meeting.

TRANSFER STATION

A contact through American Classic reviewed the used scale we were looking at for the Transfer Station. His assessment was that we would need to put additional funds in to update it and there would be a significant cost to move it because it is an in-ground scale. Further investigation on the scale needed for this project is being reviewed and more information will be provided.

FY2024 BUDGET

The Resolution for the budget is being presented at this meeting. All figures and information have been updated from the previous year. Items for the budget book are being worked on as well.

Ms. Byard mentioned that Jill Sutton, Community Action Board, contacted her to inquire if there was a board member that would like to become a member of the Community Action Board. Ms. Byard indicated that if the Board would agree, she would attend the meetings via zoom and report back to the Board. Ms. Byard explained that the focus of the Community Action Board is to provide aid/assistance to those that are in need as well as various programs that are offered.

Ms. Byard also mentioned that Mr. Tim Lewis, POAM Union representative, provided various proposals regarding the upcoming negotiations for the Sheriff Department union employees. The consensus of the Board was that the proposals were not acceptable as the budget would not be able to sustain increases that large. The Board is willing to explore other reasonable proposals if submitted.

Department Head Reports

Mr. Curtis Burdette, Oceana County Economic Alliance, provided a brief year-end report. He mentioned that there is a Rural Development Fund Grant available that would require a 30% match from the County and inquired if the Board would be interested in supporting the application which is due in January. Discussion continued and he was able to provide some clarification to the questions that the Board had. He also noted that he has been trying to report to the Board quarterly and stated that he could come more often if they preferred.

Mr. Garry McKeen, Oceana County Parks and Recreation Commission, requested a motion from the County Board granting permission to move \$10,000 from the 208 Parks and Recreation Fund to the 288 Parks and Recreation Matching Grants Fund. This money would be used for future opportunities.

Ms. Byard provided additional information regarding the solar permit fees as requested. She indicated that there is no policy in place at this time. The consensus of the Board was to charge \$7, \$12 and \$14 for the various stage of inspections.

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 11:20 a.m.

Respectfully submitted,

Amy L. Anderson
Oceana County Clerk