

**Board Conference Room  
August 8, 2024  
Board of Commissioners Minutes**

The regular meeting of the Oceana County Board of Commissioners was called to order by Chairperson Walker, on Thursday, August 8, 2024, at 11:34 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. Marilyn Morse, Benona Township resident, 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 July 25, 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. The additions mentioned were to include the specifics to the District Court request and to include language in the MIDC contract agreement to include "and terminate the previous agreement".

**Public Comment**

There were no public comments at this time.

**Agenda Items**

**MOTION #2024-86 – MIDC INDIVIDUAL CONTRACT AGREEMENT**

Moved by Mr. Morse and supported by Mr. Erickson, to approve the Oceana County Indigent Defense Managed Assigned Counsel Administrator Independent Contractor Agreement for three years from October 1, 2024 through September 30, 2027 and terminate the previous agreement and allow the Chair to sign.

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

Motion carried.

**MOTION #2024-87 – DISTRICT COURT REQUEST**

Moved by Mr. Erickson and supported by Mr. Hardy, to allow the District Court to hire a full-time court room clerk for the remainder of the FY2024 in an amount not to exceed \$28,500 and to allow the Administrator to make the necessary budget adjustments with the position to be revisited during the FY2025 budget process.

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

Motion carried.

**MOTION #2024-88 – PART-TIME VSO REQUEST**

Moved by Mr. Beggs and supported by Mr. Erickson, to approve the addition of a part time Veterans Service Officer in the Veterans Affairs office for 20 hours per week with funds to come from the Veterans Millage Fund.

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

Motion carried.

**MOTION #2024- 89– PAYMENT OF CLAIMS**

Moved by Mr. Hardy and supported by Mr. Beggs, to adopt Motion #2024-89, approving the payment of accounts payable and release of funds for August 8, 2024.

<b>AMBULANCE</b>	<b>\$268,448.67</b>
<b>GIS</b>	<b>-0-</b>
<b>FOC</b>	<b>-0-</b>
<b>PENTWATER-HART TRAIL</b>	<b>-0-</b>
<b>SHELBY TWP COMM PARK</b>	<b>386,225.70</b>
<b>BROWNFIELD</b>	<b>-0-</b>
<b>AUTOMATION R.O.D.</b>	<b>-0-</b>
<b>INDIGENT DEFENSE</b>	<b>11,840.16</b>
<b>LCOT</b>	<b>-0-</b>
<b>K9 UNIT</b>	<b>-0-</b>
<b>CJT</b>	<b>-0-</b>
<b>CDBG</b>	<b>-0-</b>
<b>ARPA</b>	<b>-0-</b>
<b>VETERANS AFFAIRS</b>	<b>5,505.59</b>
<b>TECH &amp; INNOVATION</b>	<b>4,966.60</b>
<b>CAPITAL PROG/EQUIP REP</b>	<b>-0-</b>
<b>PUBLIC IMPROVEMENT</b>	<b>-0-</b>
<b>FORECLOSURE</b>	<b>-0-</b>
<b>BUILDING DEPARTMENT</b>	<b>2,838.01</b>
<b>GENERAL FUND</b>	<b>321,277.63</b>
<b>GRAND TOTAL</b>	<b>\$1,001,102.36</b>

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. Morse commented on the success of the National Night Out event at Shelby Township Park.

Mr. Erickson reported that there are many preparations in progress for the 153<sup>rd</sup> Oceana County Fair.

Ms. Anderson noted that the agenda for today was not approved. She pointed out that there was discussion regarding additions to the agenda, however, there was no motion.

Mr. Beggs offered a motion and Mr. Erickson supported to approve the agenda as amended. Voice vote. Motion carried.

**Public Comment**

Ms. Marilyn Morse, Benona Township resident, noted there was an error on the Citizen Guide to getting involved in your government that she presented at the last board meeting. She stated she is in the process of making that correction prior to distribution of the remaining flyers. She also questioned the amount paid for the Shelby Township Park. It was explained that Oceana County is simply the fiduciary for the grant that was awarded for Shelby Township Park and is not taxpayer dollars.

Chairperson Walker asked if there was any further business to come before the Board. There being none, the meeting adjourned at 11:50 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, August 8, 2024, at 10:59 a.m., in the Board Conference Room.

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

Also Present: Dr. Lisa Williams, Community Mental Health; Ms. Byard, Oceana County Administrator; and Ms. Anderson, Oceana County Clerk.

Moved by Mr. Morse and supported by Mr. Beggs to approve the minutes of the July 25, 2024 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. 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**

Dr. Lisa Williams, Community Mental Health provided the West Michigan Community Mental Health Annual Report.

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
<b>Special Revenue Funds</b>				
210 - Ambulance			\$ 1,075.36	to Consumers Energy for utilities
			\$ 10,890.00	to Hart Area Fire Department for 2nd quarter 2024 MFR costs
			\$ 246,620.56	to Life EMS for 3rd quarter 2024 subsidy
			\$ 8,800.00	to Pentwater Fire Department for 2nd Qtr. 2024 MFR Costs
239 - Shelby Twp Community Park			\$ 260,953.70	to Hallack Contracting, Inc. for various expenditures

	\$ 125,272.00	to Lawn Sprinklers, Sales, Service for various expenditures
260 - Indigent Defense	\$ 7,534.50	to Hayes Law Office, PLC for court appointed attorney fees.
293 - Veterans Affairs	\$ 1,183.00	to Integrity Business Solutions for Office Equipment/Furniture
298 -Technology and Innovation	\$ 1,797.97	to Integrity Business Solutions for Office Equipment/Furniture
	\$ 1,916.75	to SHI International Corp. for software and support fees
<b>General Fund</b>		
265 - Maintenance & Grounds	\$ 3,615.25	to City of Hart for utilities
	\$ 1,541.94	to Republic Services for garbage removal
301 - Sheriff	\$ 1,264.21	to AT&T FirstNET for telephone services
	\$ 11,517.36	to Wex Bank for fuel
	\$ 4,720.00	to Kiesler's Police Supply for ammunition
	\$ 1,199.94	to Integrity Business Solutions for Office Equipment/Furniture
351 - Jail	\$ 4,130.19	to City of Hart for utilities
	\$ 1,342.69	to Gordon Food Service for inmate board and janitorial supplies
	\$ 1,871.21	to Gordon Food Service for inmate board and janitorial supplies

	\$ 4,993.00	to ID Networks for LiveScan annual maintenance fee
	\$ 2,443.00	to Muskegon Fire Equipment Co., Inc. for fire alarm replacement
528 - Transfer Station	\$ 25,400.60	to American Classic Dumpster Services
	\$ 3,332.00	to West Michigan Shoreline Regional Development Commission
601 - Health Department	\$ 1,234.98	to Consumers Energy for utilities
~ <b>Total</b>	<b>\$ 734,650.21</b>	

**Administrator’s Report** (as provided by Ms. Byard):  
 BROWN AND BROWN – SHIFTING THE NARRATIVE

Brown and Brown held virtual shifting the narrative sessions. The first session was cultivating culture and transforming as a leader, which discussed authenticity and supporting our employee’s mental health. Session two was retention and recruitment, which focused on creating positive changes with accessible solutions for sustainable employee lifestyle, recognizing healthcare narrative rethinking benefits and employee benefits that vary by generation. Last was the future of healthcare and how to prepare and forecast.

**WAGE STUDY**

Montcalm County had reached out to request figures for a wage study that they are conducting. The study included all positions within county government. The study will be shared once it is complete.

**COUNTY ADMINISTRATORS MEETING**

A meeting was held with six local county administrators to discuss county government, what is happening in each of our counties and how we are handling the challenges we are facing. We did discuss the Opioid Funds and many stated that they were putting a committee together to determine the best ways to spend these funds. We also discussed ARPA and the requirements we are facing related to obligation of funds.

**ARPA FUNDS**

Treasury recently sent information pertaining to obligations related to remaining ARPA funds. They are requiring that funds be obligated by December 31, 2024. They do not consider revenue replacement as an obligation. I have included some of the slides from the presentation and will share the entire presentation if requested. We will need to discuss this further as we need to meet this requirement.

**FOLLOW UP**

At a previous board meeting, there was discussion pertaining to a grant that will be applied for regarding a community center in Rothbury. I was contacted to provide information related to previous

grants that the county has had. That information was compiled and sent on to be submitted with the grant.

An opioid meeting has been scheduled with Amy Dolinky of the Michigan Association of Counties and Brandon Hool with Michigan Department of Health and Human Services for August 7<sup>th</sup> along with Dr. Lisa Williams with Community Mental Health.

A meeting was held with the IRS pertaining to a short list of vendors. Brittany compiled the information they had requested along with the most recently adopted policy. They will work through the documentation to complete their audit.

### **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 11:20 p.m.

Respectfully submitted,

Amy L. Anderson  
Oceana County Clerk

## **Courts and Public Safety Committee**

The Courts and Public Safety Committee Meeting was called to order by Chairperson Beggs, on Thursday, August 8, 2024 at 10:00 a.m. in the Board Conference Room.

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

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

Moved by Mr. Hardy and seconded by Mr. Erickson to approve the minutes of the July 11, 2024, Courts and Public Safety Committee Meeting.

Voice vote. Motion carried.

Chairperson Beggs asked if there were any changes to the agenda. Ms. Byard reported that there will not be a report from Life EMS due to unforeseen issues.

Moved by Mr. Erickson and seconded 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**

Ms. Byard brought the Indigent Defense Managed Assigned Counsel Administrator Independent Contractor Agreement.

### **Department Head Report**

Sheriff Mast reported that currently there are 52 inmates in the jail. He also reported they are conducting interviews to fill a vacancy in the corrections department. Sheriff Mast noted the 1<sup>st</sup> Annual National Night Out (August 6, 2024) was held at the Shelby Township Park and added it was a huge success.

Mr. Walker thanked Sheriff Mast for his involvement in a meeting which took place on August 7, 2024 with several others where the topic of discussion was the use of funds from the opioid settlement. He also indicated there will be a formal committee for this purpose.

Mr. Troy Maloney, Oceana County Emergency Manager, agreed with Sheriff Mast that the National Night Out event was very successful. He also noted there will be Active Assailant training for all departments. There will be a basic class as well as an advanced class offered. In addition, a Fire Drill is in the planning stages. The Active Assailant and the Fire Drill will take place in October.

### **Public Comment**

There were no public comments at this time.

Chairperson Beggs asked if there was any further business to come before the Board. There being none, the meeting adjourned at 10:13 a.m.

Respectfully submitted,

Amy L. Anderson  
Oceana County Clerk

## **Personnel and Health & Human Services Committee**

The Personnel and Health & Human Services Committee Meeting was called to order by Chairperson Morse on Thursday, August 8, 2024 at 10:14 a.m., in the Board Conference Room.

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

Also Present: Judge Middlebrook, 79<sup>th</sup> District Court Judge; Ms. Adrianna Facundo, 79<sup>th</sup> District Court Magistrate; Ms. Jodi Slinkard, Veterans' Service Officer; Ms. Byard, Oceana County Administrator, and Ms. Anderson, Oceana County Clerk.

Moved by Mr. Beggs and supported by Mr. Hardy to approve the minutes of the July 11, 2024 Personnel and Health & Human Services Committee Meeting as presented.

Voice vote. Motion carried.

Chairperson Morse asked if there were any additions to the agenda. None were presented.

Moved by Mr. Erickson 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**

Judge Middlebrook, 79<sup>th</sup> District Court, requested a full-time District Court Room staff and increased hours for Magistrate. He provided a comparison between Mason County and Oceana County. He stated that while both counties are very similar, there are differences. He explained that currently, each employee is cross-trained to various tasks, however, when one is called on to record in the courtroom, their workload is stagnant, therefore, the addition of a full-time court room clerk would alleviate this and the office would be more efficient.

Ms. Facundo, 79<sup>th</sup> District Court Magistrate, explained the difference between the levels of a court recorder. She stated that there are three levels – operator, recorder/reporter and transcriptionist. The operator and recorder/reporter are specific to courts, employed full time, and the certification is specific and must be renewed regularly.

Ms. Jodi Slinkard, Veteran Service Officer presented a request for a part-time Veterans' Service Officer (VSO). She reported that the number of veterans served has increased dramatically. She has requested the part-time VSO have a 20 hour/week schedule. The reason for the request of 20 hours/week is that in order to keep the certification, the VSO must work 20 hours. Ms. Slinkard noted that the salary of a part-time VSO would be paid from the millage funds.

### **Public Comment**

There was no public comment at this time.

Chairperson Morse asked if there was any further business to come before the Board. There being none, the meeting adjourned at 10:58 a.m.

Respectfully,

Amy L. Anderson  
Oceana County Clerk