

Oceana County Board of Commissioners

Thursday, October 24, 2024

Today's meetings
begin at **10:00 a.m.**

Committees and Board Meeting Packet



Board of Commissioners

Robert Walker, Chairperson
Craig Hardy
Paul Erickson

Tim Beggs, Vice-Chairperson
Joel McCormick

Prepared by:

Tracy Byard
Oceana County Administrator



Oceana County, Michigan

PUBLIC NOTICE

OCEANA COUNTY BOARD OF COMMISSIONERS

100 State Street, Hart, MI 49420 – (231) 873-4835

The Oceana County Board of Commissioners **will hold** the following committee meetings and its regular board meeting on **Thursday, October 24, 2024** beginning at 10:00 a.m. and 11:30 a.m. respectively. The meetings will be held in the Oceana County Board of Commissioners Room located at 100 State Street, Hart, MI 49420.

- Properties, Environment and Economic Development Committee
- Finance and Administration Committee
- Regular Board of Commissioners Meeting

Detailed meeting agendas are available online at:

<https://oceana.mi.us/government/board-of-commissioners/schedule-of-meetings/>

or, by contacting the County Administrator’s Office at the address shown above, by

telephone (231) 873-4835, or by email countyadmin@oceana.mi.us

The Oceana County Board of Commissioners has **cancelled** the following meetings by order of the committee/board chairperson due to a lack of business:

None

All meetings are open to all members of the public. This notice is given pursuant to, and in accordance with, the provisions of the Open Meetings Act, Public Act 267 of 1976, as amended. Oceana County does not discriminate on the basis of race, color, national origin, religion, sex, disability, and age in the delivery of services.



Oceana County Board of Commissioners

County Building
100 State Street, Suite M-4, Hart, MI 49420

AGENDA

Properties, Environment and Economic Development Committee

There will be a committee meeting on **Thursday, October 24, 2024, beginning at 10:00 a.m.**, or immediately following any preceding committee meetings, in the Oceana County Board of Commissioners Room, 100 State Street, Hart, MI 49420.

Committee Chair: Paul Erickson

Committee Vice-Chair: Joel McCormick

Presenter	Description	Item #
Mr. Erickson	Call to Order Roll Call Approval of Minutes from September 26, 2024 Pages 4-5 Changes to the Agenda Approval of the Agenda Public Comment (<i>state your name, current address, and agenda item or topic</i>)	
Administrator Byard	Building Department Move – I.T. supplies Pages 6-13	2024-121
Administrator Byard	County Building Chiller Pages 14-22	2024-122
DEPARTMENT HEAD REPORT		
	Public Comment (<i>state name, current address, and agenda item or topic</i>)	
	Adjournment	

Properties, Environment, and Economic Development Committee

The Properties, Environment, and Economic Development Committee Meeting was called to order by Chairperson Erickson, on Thursday, September 26, 2024 at 10:09 a.m. in the Board Conference Room.

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

Also Present: Mr. Garry McKeen, Oceana County Planning Commission; Mr. Vaughn White, Program Advisor, The Ladder Community Center; Mr. Curtis Burdette, Executive Director, Oceana County Economic Alliance (OCEA); Ms. Byard, Oceana County Administrator, and Ms. Coon, Oceana County Chief Deputy Clerk.

Moved by Mr. Beggs and seconded by Mr. Hardy to approve the minutes of the August 22, 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 changes were mentioned.

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

Voice vote. Motion carried.

Public Comment

There were no public comments at this time.

Agenda Items

Ms. Byard brought forth bid opening and discussion of the Transfer Station scale bids. One bid was received. The bid was from GR Metrology, Grand Rapids, Michigan. The scale purchase and installation quote for the scale was \$130,604. The quote for the scale house was \$21,000.

Mr. Walker requested to move the discussion and award of the scale bid to the next regular board meeting on October 10, 2024. He wanted to have Rick Wadel and Dan Hallack review the bid for completeness. The Board concurred.

Ms. Byard brought forth the candidates for the Materials Management Planning Committee openings. Oceana County has four positions to fill for the newly created committee that will be working with the West Michigan Shoreline Regional Development Commission (WMSRDC) to create a 5-county plan. The four positions are for two elected officials and two business owners. Ms. Lynne Cavazos, Pentwater Township Supervisor, has expressed interest in being an appointee. Mr. Jim Kleiner, Purdue Farms, has agreed to be put forth as an appointee as a business owner.

Ms. Byard brought forth the Brownfield Appointments. There is an opening on the board and a recommendation has been given for the seat to be filled by Mr. Chad Robinson. The terms for current board members Mr. Curtis Burdette, Oceana County Economic Alliance, and Ms. Mary Lou Phillips, Oceana County Treasurer, will expire on September 30, 2024, and they have requested to be reappointed.

Ms. Byard brought forth the Planning Commission appointment. Mr. Morse vacated his position as a county commissioner on the commission, but there were two openings and Mr. Morse was asked if he would take one of those positions and he agreed.

Ms. Byard invited Mr. White to speak about the EPA Grant Application. He described the project the grant is being sought for, The Ladder Community Resilience Center in Rothbury, Michigan. The grant deadline is November 21, 2024, and requires the signature of the lead applicant which would be Oceana County.

Mr. Burdette noted the Board previously approved the contract for this project because Oceana County will be the lead applicant for this grant. The Brownfield Redevelopment Authority has been very helpful in preparing everything for this grant.

Public Comment

Mr. McKeen provided an update on the Marshville Dam Project. He also noted that the Conservation District would be inviting all Oceana County 6th grade students to Gale's Pond on September 27, 2024, for a six-station conservation nature walk.

Mr. Burdette pointed out there is a vacancy on the OCEA board due to Mr. Morse's resignation and he invited any interested county commissioners to let him know if they would like to serve on that board.

Mr. Burdette reported that earlier this year the Brownfield Tax Increment Financing Plan had a big change, and they are now a Housing Tax Increment Financing Plan as well. The change provides considerable tax incentives to developers to build housing complexes.

Mr. McKeen strongly suggested that a maintenance contract be obtained for the Transfer Station scale as they often need repairs or recalibration.

Mr. McKeen suggested that the Materials Management Planning Commission seek out the Conservation District for recycling inspiration as they are perhaps the best recycler in Oceana County.

Chairperson Erickson asked if there was any further business to come before the Board. There being none, the meeting adjourned at 10:55 a.m.

Respectfully submitted,

Melanie A. Coon
Oceana County Chief Deputy Clerk

Tracy Byard

From: Amy Contreras
Sent: Tuesday, October 8, 2024 9:50 AM
To: Tracy Byard
Cc: Dave Sanderson; Dave VanderGraaf
Subject: RE: Building Inspection Move
Attachments: CBTS Quote-00159346 Avaya IPO.pdf; CBTS Right to Engage Services.pdf; SHI Quote-25374308.pdf

Tracy,

CBTS – Quotes attached

- Avaya hardware and software: 1,502.02
- Engineering services estimate (20 hours at 185.00 per hour): 3,700

SHI – Quote attached

- Hardware items: 4,586.01

Amazon.com

- 2-port keystone wall plates: 10.00
- 24-port Cat6 patch panel: 47.00
- Cat6 keystone jacks: 29.00

TOTAL: 9,874.03

Please let me know if you have any questions.

Thanks!



Amy Contreras

IT Coordinator / Network Administrator
Oceana County, MI
CompTIA Network+ certified

Need IT help?

Please send an email to support@oceana.mi.us for a faster response.

From: Tracy Byard <tbyard@oceana.mi.us>
Sent: Wednesday, September 25, 2024 9:37 AM
To: Amy Contreras <acontreras@oceana.mi.us>
Subject: RE: Building Inspection Move

Yes please.



Tracy L. Byard, ICMA-CM

County Administrator

Oceana County

100 State Street, Suite M-4

Hart, MI 49420

(231) 873-4835

From: Amy Contreras <acontreras@oceana.mi.us>

Sent: Wednesday, September 25, 2024 9:36 AM

To: Tracy Byard <tbyard@oceana.mi.us>

Cc: Dave Sanderson <dsanderson@oceana.mi.us>; Dave VanderGraaf <dvandergraaf@oceana.mi.us>

Subject: Building Inspection Move

Tracy,

I brought this up when we spoke in the hallway a week or two ago but want to be clear about the IT-related items that are needed for building inspection to move.

- Rack for equipment
- Patch panel
- PoE switch
- Avaya IP500 V2 control unit for phones
- UPS
- Wireless access point
- Cabling and accessories

Would you like me to get quotes?

Also, we need access to the building and the data closet if possible.

Thanks!



Amy Contreras

IT Coordinator / Network Administrator

Oceana County, MI

CompTIA Network+ certified

Need IT help?

Please send an email to support@oceana.mi.us
for a faster response.



CBTS Technology Solutions LLC
 25 Merchant Street
 Cincinnati, OH, 45246

QUOTE : Q-00159346 for Oceana County Michigan
 Please reference this Quote# on your Purchase Order

Created On: 10/01/2024 **Expiration Date:** 12/30/2024
Project Name: Avaya IP Office Phone System

Client: Oceana County Michigan	Primary Rep: Charles Mitchell
Address:	Phone: +1 2485688543
	E-mail: charlie.mitchell@cbts.com
Contact: Amy Contreras	Inside Rep: Andrew Williams
Phone: 231.873.4835	Phone: 5138416540
E-mail: acontreras@oceana.mi.us	E-mail: andrew.r.williams@cbts.com

For updated W9 information, please click the following link: [CBTS System Updates](#)

Hardware and Software				
Line	QTY	Part Description	Unit Price	Ext. Price
1	1	383087 IP OFFICE R10+ IP500 VOICE NETWORKING 4 LIC:CU	318.10	318.10
2	6	383110 IP OFFICE R10+ AVAYA IP ENDPOINT 1 LIC:CU	33.23	199.38
3	1	396445 IP OFFICE R11 ESSENTIAL EDITION LIC:DS	233.92	233.92
4	1	700289770 POWER CORD 18AWG 10 Amp AC US/NORTH AMERICA	8.42	8.42
5	1	700429202 IP OFFICE IP500 RACK MOUNTING KIT	27.91	27.91
6	1	700479710 IP OFFICE IP500 V2 SYSTEM SD CARD MU-LAW	23.48	23.48
7	1	700504897 IP OFFICE IP500 V2 COMBO CARD ATM4 V2 TAA	279.56	279.56
8	1	700514867 IP OFFICE IP500 VERSION 2A CONTROL UNIT	302.59	302.59
SUBTOTAL			USD	1,393.36

Avaya IP Office Software Support				
Line	QTY	Part Description	Unit Price	Ext. Price
9	1	271614 IPO CO - DEL REM TECH SUPT 24X7 APR NBD - IP500 V2 1YPP	108.66	108.66
SUBTOTAL			USD	108.66



CBTS Technology Solutions LLC
25 Merchant Street
Cincinnati, OH, 45246

CUSTOMER SUBTOTAL	USD	1,502.02
QUOTE TOTAL	USD	1,502.02

CBTS Signatory

Signature _____

Name _____

Title _____

Date _____

Oceana County Michigan Signatory

Signature _____

Name _____

Title _____

Date _____

Terms and Conditions

This Quote constitutes an offer to sell products and services contained herein. Freight and taxes are not included in the quote total unless otherwise indicated and are subject to change upon final invoice. Unless otherwise agreed to in writing by the parties in a document incorporating this Quote, these products and services are offered subject to the applicable manufacturers' terms, conditions, and agreements and the Master Services, Products, and License Agreement available at <https://www.cbts.com/master-services-products-and-license-agreement/>. CBTS may send multiple invoices as a result of this quote if the quote incorporated both Products/Software and Professional Services. CLIENT'S ACCEPTANCE OF THE QUOTE IS EXCLUSIVELY LIMITED TO ACCEPTANCE OF CBTS' TERMS CONTAINED IN SUCH AGREEMENTS. CBTS HEREBY OBJECTS TO AND REJECTS ANY PROPOSAL BY CLIENT FOR ADDITIONAL OR DIFFERENT TERMS

Client:
Oceana County
Amy Contreras
231.873.4835
acontreras@oceana.mi.us

Created: October 2, 2024
Expires: December 30, 2024

Worksite Address:
Oceana County
3986 N. Oceana Drive
Hart, MI 49420

Billing Address:
Oceana County
100 S. State Street
Hart, MI 49420

Project Overview

This signed request serves as the entire agreement between Oceana County (Client) and CBTS Technology Solutions LLC (CBTS) for services to be provided by CBTS at the below defined rate.

CBTS Responsibilities

For this engagement, CBTS will assist with:

CBTS engineer will install an IPO 500V2 release 11. This site will be networked with the existing IP Office deployments.

- Avaya IP Office 500 V2 - Rack mount
- 4 SCN trunks
- 6 IP phone license
- 1 combo card for Telco
- 8 month Avaya IPOSS (co-term with Avaya contracts)

Assumptions

- Monday – Thursday 8am - 4pm Installation
- IP Phones and PC will share the same data cable.
- Data network supports and is configured for POE, QOS, VLAN and routing between the data and voice VLAN's.
- Customer to provide IP phones, patch cords, rack space, power and ground cable per manufacture specs.
- Tone and Tag and Telco coordination is not included

Client Responsibilities

To enable CBTS work tasks to be performed, the Client will be responsible for:

- Acquiring all necessary hardware and software prior to the beginning of this engagement.
- Appointing a primary contact to handle all communications involved with the project. This individual will also possess decision-making authority for project related issues.
- Providing appropriate access to offices, systems, passwords, accounts, IP addresses and information required by the CBTS Engineer in order to perform project work.
- Final acceptance of the solutions presented by CBTS under this agreement.

Project Charges and Timing

Engineering services performed under this agreement will be provided at an hourly rate of \$185.00 per hour and are estimated at 20 hours; actual time used will be billed.

It is anticipated that all services will be performed during standard business hours of 8:00AM and 5:00PM, Monday through Friday. Hours worked outside of standard business hours will be billed at 1.5 times the hourly rate. Client will reimburse CBTS for actual travel and material expenses incurred.

Standard CBTS Payment Terms

Invoices are due and payable according to the terms of the Master Services and Products Agreement (MSPA). If an MSPA has not been executed, invoice will be due in U.S. dollars within thirty (30) days of the date on the invoice. Payments not received by the due date are considered past due. CBTS reserves the right to impose a late charge of one and one-half percent (1½%) per month (but not more than the maximum rate permitted by law) on all undisputed past due amounts. Customer will pay all applicable taxes relating to the services and products (sales, use, value added, personal property, etc.) other than taxes based on CBTS's net income. If Customer is tax exempt, Customer shall provide CBTS with a copy of its tax exemption certificate before CBTS begins invoicing.

Solicitation of Employees

Prior to completion of work on this project, and for twelve (12) months thereafter, the Client shall not employ or contract for the services of any CBTS employees involved in this project without the written consent of CBTS. For any violation of this provision, the Client shall promptly pay to CBTS as liquidated damages a sum equal to forty percent (40%) of the annual compensation payable for the person so hired.

Proposal Acceptance

Signature: _____	Signature: _____
Name: _____	Name: _____
Title: _____	Title: _____
Company: _____ Oceana County	Company: _____ CBTS
Date: _____	Date: _____



Pricing Proposal
 Quotation #: 25374308
 Created On: 10/1/2024
 Valid Until: 10/29/2024

MI-County of Oceana

Inside Account Executive

Amy Contreras

100 S. State Street
 Suite M-4
 Hart, MI 49420
 United States
 Phone:
 Fax:
 Email: acontreras@oceana.mi.us

Thomas Feeney

290 Davidson Ave.

 Somerset, NJ 08873
 Phone: 732-667-2787
 Fax:
 Email: thomas_feeney@shi.com

All Prices are in US Dollar (USD)

Product	Qty	Your Price	Total
1 APC Smart-UPS SMT1500RM2UC - UPS (rack-mountable) - AC 120 V - 1 kW - 1440 VA - 1 x battery - USB, serial - output connectors: 6 - 2U - black - with APC SmartConnect - for P/N: SCL500RM1UC, SCL500RM1UNC, SMTL1000RM2UC, SMTL750RM2UC, SMX2000LVNCUS, SMX200 APC by Schneider Electric - Part#: SMT1500RM2UC Contract Name: Open Market Contract #: Open Market	1	\$934.00	\$934.00
2 HPE Aruba 6100 24G Class4 PoE 4SFP+ - Switch - L3 - managed - 24 x 10/100/1000 + 4 x 1 Gigabit / 10 Gigabit SFP+ - side to side airflow - rack-mountable - PoE+ (370 W) Hewlett Packard Enterprise - Part#: JL677A#ABA Contract Name: Open Market Contract #: Open Market	1	\$2,074.00	\$2,074.00
3 HPE Foundation Care Next Business Day Exchange Service - Extended service agreement - replacement - 1 year - shipment - 9x5 - response time: NBD - for P/N: JL677A, JL677A#ABB, JL677A#ACD, JL677AR Hewlett Packard Enterprise - Part#: HV1L3E Contract Name: Open Market Contract #: Open Market	1	\$194.00	\$194.00
4 HPE Foundation Care Next Business Day Exchange Service - Extended service agreement - replacement - 3 year - shipment - 9x5 - response time: NBD - for P/N: JL677A, JL677A#ABB, JL677A#ACD, JL677AR Hewlett Packard Enterprise - Part#: HV1M2E Contract Name: Open Market Contract #: Open Market	1	\$485.00	\$485.00
5 Meraki MR44 WiFi 6 Indoor AP Cisco Systems - Part#: MR44-HW Contract Name: Open Market Contract #: Open Market	1	\$671.59	\$671.59
6 Meraki MR Enterprise License, 1YR Cisco Systems - Part#: LIC-ENT-1YR	1	\$120.42	\$120.42

Contract Name: Open Market
Contract #: Open Market

7	Tripp Lite PDU Basic 120V 1.8kW 15A 5-15R 13 Outlet 5-15P Horizontal 1URM - Horizontal rackmount - power distribution unit (rack-mountable) - 15 A - AC 120 V - 1.8 kW - input: NEMA 5-15 - output connectors: 13 (NEMA 5-15) - 1U - 19" - black Eaton - Part#: PDU1215 Contract Name: Open Market Contract #: Open Market	1	\$107.00	\$107.00	
				Total	\$4,586.01

Additional Comments

Please Note: Eaton has a zero returns policy. Please Note: Hewlett Packard Enterprise has a zero returns policy on custom build machines. For these products, orders are non-cancellable and non-returnable from point of order.

Please Note: APC has a zero returns policy.

SHI SPIN: #143012572

SHI-GS SPIN (For Texas customers ONLY): #143028315

For E-rate SPI orders, applicant shall be responsible for payment of any outstanding or ineligible costs if USAC rejects reimbursement claim in whole or in part.

Hardware items on this quote may be updated to reflect changes due to industry wide constraints and fluctuations.

All orders for Cisco equipment and related software and services submitted, beginning on December 29, 2021, are non-cancelable and cannot be modified starting 45 days prior to the scheduled ship dates. Non-cancelable orders are not eligible for RMA for credit.

Cisco's Terms and Conditions apply to all hardware, software, cloud services, subscriptions, technical support and maintenance included in a Cisco offer. Please see the following links to Cisco's Security and Trust Center, Trust Portal, Online Privacy Statement, as well as Customer Master Data Protection Agreement which all are incorporated by reference into the EULA.

Thank you for choosing SHI International Corp! The pricing offered on this quote proposal is valid through the expiration date set above. To ensure the best level of service, please provide End User Name, Phone Number, Email Address and applicable Contract Number when submitting a Purchase Order.

SHI International Corp. is 100% Minority Owned, Woman Owned Business.
TAX ID# 22-3009648; DUNS# 61-1429481; CCR# 61-243957G; CAGE 1HTF0

The products offered under this proposal are Open Market and resold in accordance with the terms and conditions at SHI Online Customer Resale Terms and Conditions.



Boardwell

MECHANICAL SERVICES INC.

5145 Industrial Park Dr.
Montague, MI 49437
PH: 231-894-6843
boardwellmechanical.com

September 24th, 2024

Oceana County – Courthouse

100 S State St.
Hart, MI 49420
Attn: Dave Sanderson

Boardwell Mechanical Services has reviewed the existing equipment, and received instructions pertaining to the above-mentioned project. Recommend below, the action which we believe will provide you with the most adequate solution for this project.

Chiller Replacement:

- Disconnect, demo, and remove the existing chiller from property
- Provide labor and materials to rework piping as required
- Installation of new 30T Trane – Modular Chiller (20-25 Week Lead Time)
- Includes pipe insulation of new pipe and fittings
- Proposal includes start-up and commissioning
- High voltage electrical included from provided disconnect at chiller location

RTU Replacement Investment:\$118,000.00

Equipment Data Information:

Model: TPWCCMV0300D4-MM
 30 Ton Module (Dual Circuit Module)
 208/60/3
 R454B Refrigerant
 Brazed Plate Condenser and Evaporator
 Stainer & Flow Switch
 Manual Isolation Valve on Evaporator
 Electronic Isolation Valve on Condenser (EWT <65F)
 Insulated Evaporator – 3/4" Thick
 Grooved Pipe Connections
 Microprocessor Controller w/ 7" Touch Screen Display
 Single Point Power
 Standard SCCR
 1 Year Parts, 1 Year Refrigerant, and 5 Year Compressor Parts Limited Warranty

Serving West Michigan

HVAC System Design
 Indoor Air Quality
 Controls – Pneumatic & DDC
 Pipe Fitting, Welding & Air Piping

Heating
 Air Conditioning
 Refrigeration
 Boilers

Preventative Maintenance Agreements
 Cooling Towers & Pump Packages
 Sheet Metal – Exhaust & Ventilation
 Process Piping & Sanitary Piping



Boardwell

MECHANICAL SERVICES INC.

5145 Industrial Park Dr.
Montague, MI 49437
PH: 231-894-6843
boardwellmechanical.com

Proposal Clarifications:

- ✓ Boardwell Mechanical is to provide all materials, equipment and labor to complete per scope outlined
- ✓ Does not include new high voltage service to mechanical room in basement
- ✓ Does not include any asbestos abatement or removal
- ✓ Work to be performed during normal business hours
- ✓ Includes mechanical permit
- ✓ Proposal Valid for 30 Days:
- ✓ 50% Down – 50% Net 30 Upon Completion

Thank you for the opportunity to provide this estimate for you and your team, please don't hesitate to reach out if you have any questions. Office: 231-894-6843

Kind Regards,

Douglas Boardwell II – OCEANA COUNTY RESIDENT
Boardwell Mechanical Services, Inc.

Serving West Michigan

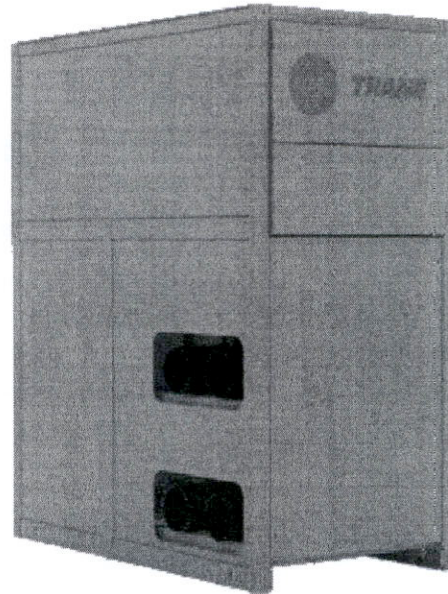
HVAC System Design
Indoor Air Quality
Controls – Pneumatic & DDC
Pipe Fitting, Welding & Air Piping

Heating
Air Conditioning
Refrigeration
Boilers

Preventative Maintenance Agreements
Cooling Towers & Pump Packages
Sheet Metal – Exhaust & Ventilation
Process Piping & Sanitary Piping



Unit Overview	
Application	Water Cooled Modular Cooling only
Unit Model	30 Ton Modular Chiller
Nominal Tonnage	30 Ton
Operating Water Cooled Module Quantity	1 Module
Redundant Module Quantity	No redundant modules
Incoming Line Voltage	208 V
Incoming Line Frequency	60 Hz
Refrigerant	R454B Refrigerant
Refrigerant Charge per Circuit	24.0 lb
Number of Refrigerant Circuits per Module	2 Refrig Circuits per Module
Compressor Type	Scroll Compressor
Number of Compressors per Module	2 Compressors per Module
Net Weight per Module	1600.0 lb
Minimum Unloading	15.59 tons
Efficiency (100% Load)	0.7452 kW/ton
EER	16.10 EER (Btu/W-h)
TSA Version	287



Evaporator			
Tons of Refrigeration	31.18 tons	Fluid Type	Water
Entering Fluid Temperature	54.00 F	Heat Exchanger Type	Brazed Plate
Leaving Fluid Temperature	44.00 F		
Flow Rate	74.42 gpm		
Pressure Drop	15.1 ft H2O		
Fouling Factor	0.000100 hr-sq ft-deg F/ Btu		

Condenser			
Entering Fluid Temperature	85.00 F	System Flow	Variable Flow System
Leaving Fluid Temperature	95.00 F	Electronic Isolation Valve	With Electronic Isolation Valve
Flow Rate	91.45 gpm	Condenser Type	Brazed Plate
Pressure Drop	17.5 ft H2O	Fluid Type	Water
Fouling Factor	0.000250 hr-sq ft-deg F/ Btu	Heat of Rejection	453.4 MBh

Electrical			
Power Distribution	Individual Power Each Module	Short Circuit Current Rating	Standard SCCR
Number of Points of Power	1 Point of Power		
Full Load Amps	99.24 A		
Compressor Amps per Module	97.80 A		
Minimum Circuit Ampacity	111.47 A		
Maximum Over Current Protection	150.00 A		

Additional Options	
Start Up	Start up allowance
Factory Assisted Start Up	Factory assisted start up
BMS Interface	With BMS Interface

Warranty	
Compressor Parts Warranty	5 Year Standard Compressor Parts
Refrigerant Warranty (Beyond 1st Year)	1st Year Standard Refrigerant Warranty
Parts Less Compressor Warranty	1st year Standard Parts Less Compressor



TRANE

Job Name: Oceana County Courthouse
Chiller Replacement
Prepared For:

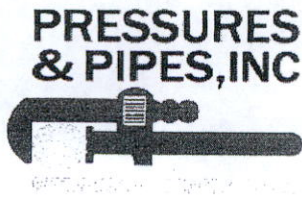
Unit Tag: MWC-1
Quantity: 1

Outside the scope of AHRI Water-Cooled Water-Chilling and Heat Pump Water-Heating Packages Certification Program or not optionally certified, but is rated in accordance with AHRI Standard 550/590 (I-P) and AHRI Standard 551/591 (SI).



Modular Water Cooled (MWC) Chiller Equipment and Features:

- *Dual refrigerant circuits on each chiller module
- *Hermetic scroll compressor on each refrigeration circuit each with rotalock service valves solid state internal overload and in-line circuit breaker
- *Frame is constructed of formed sheet metal and is powder coated with an oven baked finish.
- *Cabinet panels are powder coated steel and easily removable for servicing via stainless steel fasteners.
- *Dual circuit brazed plate evaporator and condenser in each chiller module
- *Fine mesh strainer and thermal dispersion flow switch on each evaporator and condenser branch line
- *Manual isolation valves on each evaporator and condenser branch line for service isolation
- *The primary chiller module shall incorporate the primary microprocessor controller with 7" touch screen graphical interface display. The primary microprocessor shall communicate with the remaining secondary microprocessors in each module via a local network communications protocol.
- *Distributed primary microprocessor control system on each secondary module to allow the secondary modules to continue to operate should there be a failure of the primary microprocessor controller (Only applicable when secondary modules are required)
- *Phase monitor on the power supply to protect against low voltage, phase unbalance, phase loss, and phase reversal conditions
- *Rolled grooved pipe connections
- *3/4" Insulation on each evaporator and associated piping
- *One year parts and one year refrigerant and five years compressor limited warranty



4733 Airline Rd. Muskegon, Michigan 49444
p. 231.739.4530 | info@pressuresandpipes.com
Muskegon's Premier Mechanical Contractor
www.pressuresandpipes.com



Andy J. Egan Co., Inc.
Part of the Egan Family of Companies
2001 Waldorf NW | Grand Rapids, MI 49544

Budget Proposal

April 17th, 2023

Brian Schlaak

Oceana County

Re: Chiller Replacement

We are pleased to submit a budget proposal to provide labor, tools, and material for the following:

- Demo existing chiller and remove from site.
- Demo and rework existing piping as required.
- Install new Trane/Artic Manhattan Modular Chiller (18-week lead time).
- Includes all required new piping.
- Includes all required electrical.
- Includes all required pipe insulation.
- Includes all required testing, start-up, and owners training.
- All work will be during normal working hours 7:00 am – 3:30 pm, M-F.

Total Budget Amount: \$140,945.00

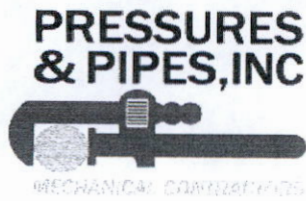
Respectfully,

Tim Hodgkin

timh@pressuresandpipes.com

C 231.855.2009

O 231.739.4530



Andy J. Egan Co., Inc.
Part of the Egan Family of Companies
2001 Waldorf NW | Grand Rapids, MI 49544

4733 Airline Rd. Muskegon, Michigan 49444
p. 231.739.4530 | info@pressuresandpipes.com
Muskegon's Premier Mechanical Contractor
www.pressuresandpipes.com

Budget Proposal

April 17th, 2023

Brian Schlaak

Oceana County

Re: Chiller Replacement

We are pleased to submit a budget proposal to provide labor, tools, and material for the following:

- Demo existing chiller and remove from site.
- Demo and rework existing piping as required.
- Install new Trane/Artic Manhattan Modular Chiller (18-week lead time).
- Includes all required new piping.
- Includes all required electrical.
- Includes all required pipe insulation.
- Includes all required testing, start-up, and owners training.
- All work will be during normal working hours 7:00 am – 3:30 pm, M-F.

Total Budget Amount: \$140,945.00

Respectfully,

Tim Hodgkin

timh@pressuresandpipes.com

C 231.855.2009

O 231.739.4530

**American Mechanical Services of
Western Michigan Inc**
7815 East Apple Ave
Muskegon, MI 49442



4/26/2022 10:00 AM

Oceana County Courthouse
100 S State St
Hart, MI 49420

Customer Contact:

H: (231) 873-6744
M: (231) 578-3425
E: maintenance@oceana.mi.us

Job # 14859
Job Name Chiller replacement
Proposal # P-14859-1
Technician Shane Sutton
Issue Date Aug 24 2022

Location Address:

100 S State St
Hart, MI 49420

Your Price: \$164,365.00

Description	Qty	Price
Labor And Materials	1	\$164,365.00
PARTS AND LABOR		

Replacement the old Chiller with two new Drake, PWC160D3 water-cooled Chillers

This includes the following:

- * The removal and disposal of the old chiller.
- * Two new Drake chillers, model PWC160D.
- * Connecting the new chillers to the existing piping system.
- * Connecting the existing electrical to the new chillers.
- * Connecting the existing water to the new chiller condensers.
- * Start-up and permits

Your Price **\$164,365.00**

Review and Sign

Customer Approval:

I accept this proposal and agree to the terms and conditions.

**American Mechanical Services of
Western Michigan Inc**
7815 East Apple Ave
Muskegon, MI 49442



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I accept this proposal and agree to the terms and conditions.



Oceana County Board of Commissioners

County Building
100 State Street, Suite M-4, Hart, MI 49420

AGENDA

Finance and Administration Committee

There will be a committee meeting on Thursday, **October 24, 2024, beginning at 10:00 a.m.**, or immediately following any preceding committee meetings, in the Oceana County Board of Commissioners Room, 100 State Street, Hart, MI 49420.

Committee Chair: Craig Hardy

Committee Vice-Chair: Tim Beggs

Presenter	Description	Item #
Commissioner Hardy	Call to Order Roll Call Approval of Meeting Minutes from October 10, 2024 Pages 24-28 Changes to the Agenda Approval of the Agenda Public Comment (<i>state your name, current address, and agenda item or topic</i>)	
Mr. Troy Maloney, Emerg Manager	Emergency Management Performance Grant Pages 29-38	2024-123
Mr. James Kelly, MSUE Dist. Dir.	Memorandum of Agreement for MSUE Services and Memorandum of Agreement for Administrative Services for Economic Development Pages 39-45	2024-124 & 125
Administrator Byard	Consideration of adoption to approve the 2024 Apportionment Report of millage rates and form L4402 Pages 46-51	2024-126
Administrator Byard	Administrator’s Review of Selected Claims for Payment Administrator’s Report Pages 52-54	2024-129
	Department Head Reports	
	Public Comment (<i>state name, current address, and agenda item or topic</i>)	
	Adjournment	

Finance and Administration Committee

The Finance and Administration Committee Meeting was called to order by Chairperson Hardy on Thursday, October 10, 2024, at 10:00 a.m., in the Board Conference Room.

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

Also Present: Ms. Laura Ackerman, Oceana County Soil Conservation District Director; Mr. Phil Morse, Oceana County Economic Alliance (OCEA) Chairperson; Mr. Ian Rees, Audit Mgr., Gabridge & Company (via Zoom); Mr. Richard Raffaelli, Shelby Twp. Supervisor; Mr. Curtis Burdette, Oceana County Economic Alliance; Mr. James Tiffany; Ms. Michelle Martin, Oceana County Drain Commissioner; Mr. Ryan Schiller, Oceana County Undersheriff; Ms. Cristina Juska, Oceana's Herald Journal correspondent; Mr. Brendan Samuels, The Echo correspondent; Mr. Lee Hyslop, Crystal Township Supervisor; Ms. Byard, Oceana County Administrator; and Ms. Anderson, Oceana County Clerk.

Moved by Mr. Beggs and supported by Mr. Walker to approve the minutes of the September 26, 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. Erickson and seconded by Mr. Beggs to approve the agenda as presented.

Voice vote. Motion carried.

Public Comment

Ms. Laura Ackerman, Director Oceana County Soil Conservation District, requested a budget increase in order to continue with education and action through resource and distribution.

Mr. Phil Morse, OCEA chair spoke on behalf of Curtis Burdette and the Economic Alliance. He stressed that there is a need for another employee to assist with the increase of work and ability to grow our county.

Agenda Items

Mr. Ian Rees, Audit Mgr., Gabridge & Company presented a report on the audit via zoom. Mr. Rees reported the audit passed with no issues. Revenue was \$6.25 million with expenses up at \$1.5 million. He went over pensions and the basic financial statements.

Mr. Richard Raffaelli, Shelby Twp. Supervisor requested an appropriation from the County for the Shelby Township Enclosed Facility. He requested \$50,000 from ARPA funds to help with the indoor facility at Shelby Township Park. He stated that construction will begin in May 2025. The total cost is roughly \$8.5 million and noted that all but one million dollars have been funded.

Mr. Richard Raffaelli, Chief Operating Officer, Peterson Farms, Inc. and Mr. Curtis Burdette, Economic Alliance requested additional staffing for Oceana County Economic Alliance. Mr. Raffaelli spoke in support of additional staff for Mr. Burdette. He stated that this employee would be under the control of the county. Mr. Burdette stated that some of the grant money could be used for administration purposes.

Mr. Walker provided information on the Transfer Station Scale. He stated that the only way to run the transfer station properly is to scale in and scale out. He noted that the price of the scale is \$136,041. The total for the project is \$170,000 from the Building Improvement Fund. There would be less than a two-year payback. He would be in favor of entering into a contract with GR Metrology for a 50' x 11' scale.

Administrator Byard requested approval of the Peer Group Contracts for Remonumentation.

Administrator Byard requested an appointment to the Materials Management Planning Committee. She stated that there are two positions for a municipality (one village or city and one for a township) and two for a business. Her recommendation was Ms. Connie Cargill, Golden Township Treasurer to fill the municipality of a township position.

Commissioner Erickson began discussion regarding Crystal Valley Dam. Mr. James Tiffany, engineer, was present via zoom. He explained the various aspects of the plan to correct the issues with the dam and stated that this project is expected to start next summer. He stated that local companies would be used as long as they were able to provide the service necessary. He noted that some grants have become available through EGLE. He stated that an application should be submitted to EGLE with plans and then if approved, bids will be requested.

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				
210 - Ambulance			\$ 1,127.62	to Republic Services for dumpster service
286 - American Rescue Plan			\$ 10,716.06	to Oceana Conservation District FY 2024 ARPA Expenditure reimbursements
			\$ 21,226.00	to Scheid Plumbing Heating & Cooling, Inc. for Sterling water treatment deposit
260 - Indigent Defense			\$ 9,087.00	to Hayes Law Offices for court appointed attorney fees.
298 - Technology & Innovation			\$ -	To Huntington National bank for assorted machinery and equipment
445 - Public Improvement			\$ 2,699.32	to Scott Monroe Jr (Fire House Films) for courthouse window tinting
549 - Building Department			\$ 8,894.00	to Randolph D Miller, LLC for inspections and permits
			\$ 2,627.44	to Kevin Greiner for inspections and permits
			\$ 1,751.47	to Sonnie Smith for inspections and permits

	\$ 4,113.10	to Lance Gates for inspections and permits
General Fund		
101 - Board of Commissioners	\$ 6,623.62	to H Security & Investigation for courthouse security services
248 - General Services Administration	\$ -	to Pitney Bowes for postage
262 - Elections	\$ 1,068.39	to Spectrum Printers, Inc. for the November 2024 election costs
265 - Courthouse & Ground	\$ 1,541.94	to Republic Services for dumpster services
	\$ 3,996.06	to City of Hart for utilities]
301 - Sheriff	\$ 1,294.31	to AT&T Mobility for telephone services
	\$ 10,296.83	to Wex Bank for fuel
	\$ 1,180.00	to the Michigan Sheriff's Association for employee training
	\$ 1,296.55	to NYE Uniform for uniforms
351 - Jail	\$ 2,062.59	to Gordon Food Service for inmate board and janitorial supplies
	\$ 1,598.85	to Gordon Food Service for inmate board and janitorial supplies
	\$ 4,346.04	to City of Hart for utilities
	\$ 1,249.33	to Gordon Food Service for inmate board and janitorial supplies

528 - Transfer Station	\$ 18,283.20	to American Classic for dumpster services
	\$ 1,382.50	to Geocycle for tire recycling
601 - Health Department	\$ 1,018.79	to Consumers Energy for utilities
710 - MSU Extension	\$ 36,598.75	to MSUE for 4th quarter 2024 MOA Work Plan
728 - Economic & Community Development	\$ 2,125.00	to MSUE for 3rd quarter 2024 Right Place Clerical Support
~ Total	\$ 209,481.01	

Administrator’s Report

Ms. Byard mentioned that there has been discussion regarding a vehicle for the Emergency Manager’s use. She stated that she has been consulting with Undersheriff Schiller about a leased vehicle through Enterprise. She indicated that the lease for a Chevy Trailblazer would be \$3900 a year. There would be a reduction of \$2328 in travel and he could apply for grant funds in the amount of \$1440.

She has been sending out information regarding the Animal Control vehicle.

Ms. Byard mentioned that she and Jessica met with Brown and Brown, to discuss the health insurance and noted that there is a 4.07% increase and have asked them to make some adjustments and report back to them.

Ms. Byard reminded that she sent an email regarding the West Michigan County Alliance meeting to be held in Lake County. Please let her know if you will be attending so that she can make reservations.

Ms. Byard mentioned that Mr. Erickson reached out to her regarding a public notice that was published in the paper. The QR code that was included was not working. She also noted that the proof copy that was provided did have a working QR code.

Department Head Reports

Undersheriff Schiller reported that the Uninterrupted Power Supply is up and running. He stated that the cut over was scheduled for November 5, however they are working on rescheduling as that is election day and they do not want to cause any issues for the Clerk’s office on Election Day. There have been some plumbing issues and working to get that corrected. He also noted that the City of Hart has been working on some sidewalk projects and it was noticed that the carport at the Sheriff’s Office is cracked and upheaved. Conversation continued regarding this issue and a quote was

requested from the City for replacement of the pad. The estimate was approximately \$4900. Undersheriff stated that now would be the time to have this replaced as the city is currently working on the sidewalks.

Mr. Walker suggested that the curb be cut away to make it wheelchair accessible at the same time. He also complimented the Jail Lieutenant, corrections staff, and administration for passing the MDOC Inspection on all points.

Mr. Garry McKeen, Oceana County Parks & Recreation stated that relationships are very important when applying for grants. He noted that the fishing platform at Marshville Dam was funded by a Great Lakes Fishery Access Fund that CRA found. He has written a request to the Board for \$100,000 from some ARPA funds to help fund projects that have been unfunded for a long time. This would help to pave the parking lots at Gales Pond Park, Cedar Point Park and Marshville Dam to be ADA compliant.

Public Comment

Mr. Curtis Burdette, Oceana County Economic Alliance (OCEA), provided updates on various items. He noted that tomorrow is the breakfast for the OCEA. Next week he will be attending the Merrit Broadband Summit at Crystal Mountain. They have been speaking to internet providers. The Oceana County Brownfield Redevelopment Authority approved an environmental assessment at the previous Village Hall in Pentwater. There has been \$225,000 out of the \$300,000 grant that has been committed which leaves \$75,000 left for environmental assessments. They are still looking for other opportunities.

Ms. Michelle Martin, Oceana County Drain Commissioner, reported that projects are being finished up. She commented on Mr. Tiffany's report that an engineered plan must be developed prior to submitting the application to EGLE.

Mr. Hyslop, Crystal Township Supervisor, provided an update on the farm road project. He will be attending a meeting on November 15 to clarify where his data came from. He also spoke in support of the additional office support for Mr. Curtis Burdette.

Chairperson Hardy asked if there was any further business to come before the Board. There being none, the meeting adjourned at 12:11 p.m.

Respectfully submitted,

Amy L. Anderson
Oceana County Clerk



STATE OF MICHIGAN
DEPARTMENT OF STATE POLICE
LANSING

GRETCHEN WHITMER
GOVERNOR

COL. JAMES F. GRADY II
DIRECTOR

October 4, 2024

Dear Local Emergency Management Coordinator:

Enclosed is the Fiscal Year (FY) 2024 Emergency Management Performance Grants (EMPG) Grant Agreement package. Please return the required grant documentation listed on the enclosed **Subrecipient Checklist** to our office via email:

Attention: Mr. Paul Lounsberry
Emergency Management and Homeland Security Division
Michigan Department of State Police
LounsberryP@michigan.gov

Reimbursement for the EMPG program is contingent upon completion of the activities in the signed *Emergency Management Annual Work Agreement*. To remain eligible for EMPG funding, current and adequate plans must be maintained, and exercise requirements must be met. If a work activity is not completed in the designated quarter, reimbursement may not be made until the work is completed. The Emergency Management and Homeland Security Division District Coordinators may make recommendations on reimbursement, but final approval remains with the Deputy State Director of Emergency Management, who may or may not approve a delay in the completion of the activity. If work activities (for which funds have been withheld) have not been completed by the end of the fiscal year, forfeiture of those funds may be required. For specific responsibilities and requirements, please refer to Section II (Statutory Authority) and Section IV (Responsibilities of the Subrecipient) in the FY 2024 EMPG Grant Agreement.

This grant agreement and all required attachments must be completed, signed, and returned **no later than December 3, 2024**. If this requirement is not met, this grant agreement will be invalid unless a prior written exception is provided by the Michigan State Police, Emergency Management and Homeland Security Division.

Sincerely,

Capt. Kevin Sweeney, Commander
Emergency Management
and Homeland Security Division

Michigan State Police
Emergency Management
and
Homeland Security
Division



Grant Agreement

FEDERAL AWARD IDENTIFICATION

SUBRECIPIENT NAME	GRANT NAME	ASSISTANCE LISTING
County of Oceana	Emergency Management Performance Grants	97.042
SUBRECIPIENT IRS/VENDOR NUMBER	FEDERAL AWARD IDENTIFICATION NUMBER (FAIN)	FEDERAL AWARD DATE
38-6004877	EMC-2024-EP-05005	9/13/2024
SUBRECIPIENT UEI	SUBAWARD PERFORMANCE PERIOD	FROM TO
S61SEQMCZ3D7	BUDGET PERIOD	10/1/2023 9/30/2024 10/1/2023 9/30/2024
RESEARCH & DEVELOPMENT	Funding	Total
N/A	Federal Funds Obligated by this Action	\$8,816
INDIRECT COST RATE	Total Federal Funds Obligated to Subrecipient	\$8,816
None on file	Total Amount of Federal Award Committed	\$8,816
FEDERAL AWARD PROJECT DESCRIPTION		
2024 Emergency Management Performance Grants (EMPG)		
DETAILS		
The 2024 EMPG allocation is 11.417% of the Subrecipient's emergency program manager's salary and fringe benefits. A cost-match is required under this program. The Federal share used towards the EMPG budget shall not exceed 50% of the total budget.		
FEDERAL AWARDCING AGENCY	PASS-THROUGH ENTITY (RECIPIENT) NAME	
Federal Emergency Management Agency - GPD 400 C Street, SW, 3 rd floor Washington, DC 20472-3645	Michigan State Police Emergency Management and Homeland Security Division PO Box 30634 Lansing, MI 48909	

**State of Michigan
Fiscal Year 2024
Emergency Management Performance Grant
Grant Agreement**

October 1, 2023 to September 30, 2024

Assistance Listing: 97.042 Grant Number: EMC-2024-EP-05005

This Fiscal Year (FY) 2024 Emergency Management Performance Grant (EMPG) grant agreement is hereby entered into between the Michigan Department of State Police, Emergency Management and Homeland Security Division (MSP/EMHSD) (hereinafter called the Recipient), and the

COUNTY OF OCEANA
(hereinafter called the Subrecipient)

I. Purpose

The purpose of this grant agreement is to provide federal pass-through funds to the Subrecipient for the development and maintenance of an emergency management program capable of protecting life, property, and vital infrastructure in times of disaster or emergency.

The FY 2024 EMPG program plays an important role in the implementation of the National Preparedness System (NPS) by supporting the building, sustainment, and delivery of core capabilities essential to achieving the National Preparedness Goal of a secure and resilient Nation. The objective of the NPS is to facilitate an integrated, all-of-nation/whole community, risk driven, capabilities-based approach to preparedness.

In support of the National Preparedness Goal, the FY 2024 EMPG supports a comprehensive, all-hazard emergency preparedness system to build and sustain core capabilities across the Prevention, Protection, Mitigation, Response, and Recovery mission areas.

For more information on the NPS, federally designated priorities, and the FY 2024 EMPG objectives, as well as guidance on allowable costs and program activities, please refer to the FY 2024 EMPG Notice of Funding Opportunity (NOFO) and the Federal Emergency Management Agency (FEMA) Preparedness Grants Manual located at <https://www.fema.gov/grants>.

II. Statutory Authority

Funding for the FY 2024 EMPG is authorized by Section 662 of the *Post-Katrina Emergency Management Reform Act of 2006* (PKEMRA), as amended, (Pub. L. No. 109-295) (6 U.S.C. § 762); the *Robert T. Stafford Disaster Relief and Emergency Assistance Act*, as amended (Pub. L. No. 93-288) (42 U.S.C. §§ 5121 et seq.); the *Earthquake Hazards Reduction Act of 1977, as amended* (Pub. L. No. 95-124) (42 U.S.C. §§ 7701 et seq.); and the *National Flood Insurance Act of 1968, as amended* (Pub. L. No. 90448) (42 U.S.C. §§ 4001 et seq.).

Appropriation authority is provided by the Department of Homeland Security (DHS) Appropriations Act, 2024, Pub. L. No. 118-47, Title III, Protection, Preparedness, Response, and Recovery (2024 DHS Appropriations Act); *Compact of Free Association Act of 2003, as amended* (Pub. L. No. 108-188)1

The Subrecipient agrees to comply with all FY 2024 EMPG program requirements in accordance with the FY 2024 EMPG NOFO, and the FY 2024 FEMA Preparedness Grants Manual; both are located at <https://www.fema.gov/grants/preparedness/emergency-management-performance>; the *Michigan Emergency Management Act of 1976*, as amended (Public Act 390) at <http://www.legislature.mi.gov/doc.aspx?mcl-Act-390-of-1976>; the *Robert T. Stafford Disaster Relief and Emergency Assistance Act*, as amended (Pub. L. No. 93-288) (42 U.S.C. §§ 5121 et seq.) located at <https://www.fema.gov/disaster/stafford-act>; and the *FY 2024 EMPG Agreement Articles Applicable to Subrecipients*. The *FY 2024 EMPG Agreement Articles Applicable to Subrecipients* document is included for reference in the grant agreement packet.

The Subrecipient shall also comply with the most recent version of:

- A. 2 C.F.R., Part 200 of the Code of Federal Regulations (C.F.R.), *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* located at <http://www.ecfr.gov>.
- B. The FEMA Policy #108-023-1, *Revision 2 Grant Programs Directorate Environmental Planning and Historic Preservation Policy Guidance*.

III. Award Amount and Restrictions

- A. The **County of Oceana** is awarded **\$8,816** or **11.417%** of the Subrecipients local emergency manager's salary and fringe benefits under the **FY 2024 EMPG**. The Subrecipient may receive less than the allocated amount if the Subrecipient's cost share (match) of wages and fringe benefits paid to the local emergency manager is less than the total allocation. The Subrecipient's EMPG program budget must be documented on the Local Budget for EMPG form (EMHSD-17).
- B. The FY 2024 EMPG covers eligible costs from October 1, 2023, to September 30, 2024. The funds awarded in the grant agreement shall only be used to cover allowable costs that are incurred during the agreement period. Grant funds shall not be used for other purposes. For guidance on allowable costs, please refer to the EMPG Appendix in the FEMA Preparedness Grants Manual.
- C. This grant agreement designates EMPG funds for the administration and oversight of an approved emergency management program. **The Subrecipient may utilize grant funds for the reimbursement of salary, overtime, compensatory time off, and associated fringe benefits for the local emergency manager.** Up to five percent of the total allocation may be utilized for other allowable organization costs after all payroll costs for the grant award year have been reimbursed. No other expenditures are allowed. If other organization costs are requested, a narrative must be submitted detailing the expenses that are included in these costs.
- D. The FY 2024 EMPG program has a 50% cost share (cash or in-kind) requirement, as authorized by the *Robert T. Stafford Disaster Relief and Emergency Assistance Act*, as amended, (Pub. L. No. 93-288) (42 U.S.C. §§ 5121 et seq.), specifically, Title VI, sections 611(j) and 613. Federal funds cannot exceed 50% of eligible costs. Unless otherwise authorized by law, federal funds cannot be matched with other federal funds.

The FEMA administers cost sharing requirements in accordance with 2 C.F.R. § 200.306. To meet matching requirements, the Subrecipient contributions must be reasonable, allowable, allocable, and necessary under the grant program and must comply with all federal requirements and regulations.

See the FY 2024 EMPG NOFO and FEMA Preparedness Grants Manual for additional cost share guidance, definitions, basic guidelines, and governing provisions.

- E. All EMPG funded personnel must complete either the Independent Study courses identified in the Professional Development Series, or the National Emergency Management Basic Academy delivered either by the Emergency Management Institute or a sponsored state, local, tribal, territorial, regional, or other designated location and record proof of completion. All EMPG funded personnel must also participate in exercises consistent with the requirements outlined in the EMPG Guidebook (EMD-PUB 208) and work agreement. The FY 2024 EMPG Work Agreement can be located at www.michigan.gov/emhsd under Grants Programs, EMPG.

The EMPG funded programs are required to complete quarterly training and exercise reports identifying training and exercises completed during the quarter. Guidance for accomplishing these requirements is provided by the Recipient.

- F. Upon request, the Subrecipient must provide to the Recipient information necessary to meet any state or federal subaward reporting requirements.
- G. In the event that the DHS determines that changes are necessary to the award document after an award has been made, including but not limited to, changes to period of performance or terms and conditions, Subrecipients will be notified of the changes in writing. Once notification has been made, any subsequent request for funds will indicate Subrecipient acceptance of the changes to the award.

IV. Responsibilities of the Subrecipient

- A. **Grant funds must supplement, not supplant, state or local funds.** Federal funds must be used to supplement existing funds, not replace (supplant) funds that have been appropriated for the same purpose. Potential supplanting will be carefully reviewed in subsequent monitoring reviews and audits. Subrecipients may be required to supply documentation certifying that a reduction in non-federal resources occurred for reasons other than the receipt or expected receipt of federal funds.
- B. The Subrecipient agrees to comply with all applicable federal and state regulations; the FY 2024 EMPG NOFO; the FEMA FY 2024 Preparedness Grants Manual; the FY 2024 EMPG *Agreement Articles Applicable to Subrecipients*, included with the grant agreement package for reference; and the EMPG Guidebook.
- C. The subrecipient shall not use FY 2024 EMPG funds to generate program income.
- D. In addition to this grant agreement, the Subrecipient shall complete, sign, and submit to the Recipient the following documents, which are incorporated by reference into this grant agreement:
 - 1. Subrecipient Risk Assessment Certification;
 - 2. Standard Assurances;
 - 3. Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; and Drug-Free Workplace Requirements;
 - 4. Audit Certification (EMD-053);
 - 5. Request for Taxpayer Identification Number and Certification (W-9);
 - 6. Other documents that may be required by federal or state officials.
- E. Complete and submit quarterly work reports, the Quarterly Training and Exercise Reporting Worksheet, and the Annual Training and Exercise Plan Worksheet in accordance with the schedule outlined in the FY 2024 EMPG Work Agreement/Quarterly Report (EMHSD-31).

- F. Enact enabling legislation establishing the local emergency management program and ensure a copy of the local resolution or ordinance is on file with the Recipient.
- G. Appoint an emergency management program manager who can assume responsibility for the functions outlined in section 4 of the EMPG Guidebook.
- H. Provide the Recipient with a complete job description for the federally funded EMPG local emergency manager, including non-EMPG duties if applicable.
- I. Notify the Recipient immediately of any changes in the EMPG funded local emergency manager's position.
- J. The Subrecipient will contribute to the development and maintenance of the state's multi-year Training and Exercise Plan. This will include conducting exercises that comply with local, state, and federal requirements, including the Homeland Security Exercise and Evaluation Program and the EMPG Guidebook, to accomplish this goal.
- K. Ensure the EMPG funded local emergency manager completes training as required by the annual EMPG Work Agreement.
- L. Have an approved and current emergency operations plan on file with the MSP/EMHSD District Coordinator.
- M. The Subrecipient agrees to prepare the form EMHSD-007 - EMPG Quarterly Billing Cover Sheet. The Subrecipient agrees to submit this form with supporting documentation, including all required authorized signatures and required reimbursement documentation to the appropriate MSP/EMHSD District Coordinator by the due date following the end of **each** quarter, as identified in FY 2024 Emergency Management Report Schedule. The most current EMHSD-007 form must be used and can be obtained from the MSP/EMHSD District Coordinator, or by visiting https://www.michigan.gov/msp/0,4643,7-123-72297_60152_95164_95317---,00.html under Finance Forms.
- N. Comply with applicable financial and administrative requirements set forth in the current edition of 2 C.F.R., Part 200, including, but not limited to, the following provisions:
 - 1. Account for receipts and expenditures, maintain adequate financial records and refund expenditures disallowed by federal or state audits.
 - 2. Retain all financial records, statistical records, supporting documents, and other pertinent materials for at least three years after the grant is closed by the awarding federal agency for purposes of federal and/or state examination and audit.
 - 3. Non-federal organizations that expend \$750,000 or more in all federal funds during their current fiscal year are required to have an audit performed in accordance with the Single Audit requirements under 2 C.F.R., Part 200, Subpart F.
- O. Comply with all reporting requirements, including special reporting, data collection, and evaluation requirements, as prescribed by law or program guidance.
- P. Maintain a valid Unique Entity Identifier through SAM.gov at all times during the performance period of this grant.
- Q. The Subrecipient must acknowledge and agree to comply with applicable provisions governing the DHS access to records, accounts, documents, information, facilities, and staff. The Subrecipient also agrees to require any subrecipients, contractors, successors, transferees, and assignees to acknowledge and agree to comply with these same provisions. Detailed information

on record access provisions can be found in the *DHS Standard Administrative Terms and Conditions* located at <https://www.dhs.gov/publication/fy15-dhs-standard-terms-and-conditions>, specifically in the DHS General Acknowledgements and Assurances on page 1.

- R. Subrecipients must carry out their programs and activities in a manner that respects and ensures the protection of civil rights for protected populations. These populations include but are not limited to individuals with disabilities and others with access and functional needs, individuals with limited English proficiency, and other diverse racial and ethnic populations, in accordance with Section 504 of the *Rehabilitation Act of 1973*, Title VI of the *Civil Rights Act of 1964*, and Executive Order (EO) 13347.
- S. Comply with the Build America, Buy America provisions of the Infrastructure Investment and Jobs Act and EO 14005.

V. Responsibilities of the Recipient

The Recipient, in accordance with the general purposes and objectives of this grant agreement, will:

- A. Administer the grant in accordance with all applicable federal and state regulations and guidelines and submit required reports to the awarding federal agency.
- B. Provide direction and technical assistance to the Subrecipient.
- C. Provide to the Subrecipient any special report forms and reporting formats (templates) required for administration of the program.
- D. Reimburse the Subrecipient, in accordance with this grant agreement, based on appropriate documentation submitted by the Subrecipient.
- E. At its discretion, independently, or in conjunction with the federal awarding agency, conduct random on-site reviews of the Subrecipient(s).

VI. Reporting Procedures

- A. The Subrecipient agrees to prepare quarterly work reports using the FY 2024 EMPG Work Agreement/Quarterly Report (EMHSD-31) and submit them through EMHSD's online reporting tool by the due date following the end of **each** quarter. Reimbursement of expenditures by the Recipient is contingent upon the Subrecipient's completion of scheduled work activities. Reporting periods and due dates are listed in the FY 2024 EMPG Work Agreement/Quarterly Report (EMHSD-31).
- B. If the Subrecipient fails to complete the scheduled work activities during a quarter, the Recipient will withhold reimbursement until either the work is completed, or the Deputy State Director of Emergency Management approves a delay in the completion of the activity. Forfeiture of funds may result if scheduled work activities are not completed according to established deadlines.
- C. A Subrecipient that fails to complete the annual exercise requirements, as scheduled within the FY 2024 EMPG Work Agreement/Quarterly Report, may be ineligible for EMPG funding for that quarter and all subsequent quarters.
- D. The Subrecipient's failure to fulfill the quarterly reporting requirements, as required by the grant, may result in the suspension or loss of grant funding.

VII. Payment Procedures

- A. The Subrecipient agrees to prepare the form EMHSD-007 - EMPG Quarterly Billing Cover Sheet. The Subrecipient agrees to submit this form with supporting documentation, including all required authorized signatures and required reimbursement documentation, to the MSP/EMHSD District Coordinator by the due date following the end of **each** quarter, as identified in FY 2024 Emergency Management Report Schedule. The most current EMHSD-007 form must be used and can be obtained from the MSP/EMHSD District Coordinator, or by visiting www.michigan.gov/emhsd under Grant Programs, EMPG, Grant Forms, Finance Forms.
- B. If the Subrecipient submits required quarterly reports that are late or incomplete, the reimbursement may not be processed until the following quarter. Forfeiture of funds may result if quarterly reports are not completed according to established deadlines.
- C. The Subrecipient agrees to return to the Recipient any unobligated balance of funds held by the Subrecipient at the end of the agreement period or handle them in accordance with the instructions provided by the Recipient.

VIII. Employment Matters

The Subrecipient shall comply with Title VI of the *Civil Rights Act of 1964*, as amended; Title VIII of the *Civil Rights Act of 1968*; Title IX of the *Education Amendments of 1972 (Equal Opportunity in Education Act)*; the *Age Discrimination Act of 1975*; Titles I, II and III of the *Americans with Disabilities Act of 1990*; the *Elliott-Larsen Civil Rights Act, 1976 PA 453*, as amended, MCL 37.2101 *et seq.*; the *Persons with Disabilities Civil Rights Act, 1976 PA 220*, as amended, MCL 37.1101 *et seq.*, and all other federal, state and local fair employment practices and equal opportunity laws and covenants. The Subrecipient shall not discriminate against any employee or applicant for employment, to be employed in the performance of this grant agreement, with respect to their hire, tenure, terms, conditions, or privileges of employment; or any matter directly or indirectly related to employment because of their race, religion, color, national origin, age, sex, height, weight, marital status, limited English proficiency, or handicap that is unrelated to the individual's ability to perform the duties of a particular job or position. The Subrecipient agrees to include in every contract or subcontract entered into for the performance of this grant agreement this covenant not to discriminate in employment. A breach of this covenant is a material breach of the grant agreement.

The Subrecipient shall ensure that no subcontractor, manufacturer, or supplier of the Subrecipient for projects related to this grant agreement appears on the Federal Excluded Parties List System located at <https://www.sam.gov>.

IX. Limitation of Liability

The Recipient and the Subrecipient to this grant agreement agree that each must seek its own legal representative and bear its own costs, including judgments, in any litigation that may arise from performance of this contract. It is specifically understood and agreed that neither party will indemnify the other party in such litigation.

This is not to be construed as a waiver of governmental immunity for either party.

X. Third Parties

This grant agreement is not intended to make any person or entity, not a party to this grant agreement, a third-party beneficiary hereof or to confer on a third party any rights or obligations enforceable in their favor.

XI. Grant Agreement Period

This grant agreement is in full force and effect from October 1, 2023, to September 30, 2024. No costs eligible under this grant agreement shall be incurred before the starting date of this grant agreement, except with prior written approval. This grant agreement may be terminated by either party by giving 30 days written notice to the other party stating reasons for termination and the effective date, or upon the failure of either party to carry out the terms of the grant agreement. Upon any such termination, the Subrecipient agrees to return to the Recipient any funds not authorized for use, and the Recipient shall have no further obligation to reimburse the Subrecipient.

XII. Entire Grant Agreement

This grant agreement is governed by the laws of the state of Michigan and supersedes all prior agreements, documents, and representations between the Recipient and the Subrecipient, whether expressed, implied, or oral. This grant agreement constitutes the entire agreement between the parties and may not be amended except by written instrument executed by both parties prior to the grant end date. No party to this grant agreement may assign this grant agreement or any of their rights, interests, or obligations hereunder without the prior consent of the other party. The Subrecipient agrees to inform the Recipient in writing immediately of any proposed changes of dates, budget, or services indicated in this grant agreement, as well as changes of address or personnel affecting this grant agreement. Changes in dates, budget, or services are subject to prior written approval of the Recipient. If any provision of this grant agreement shall be deemed void or unenforceable, the remainder of the grant agreement shall remain valid.

The Recipient may suspend or terminate grant funding to the Subrecipient, in whole or in part, or other measures may be imposed for any of the following reasons:

- A. Failure to expend funds in a timely manner consistent with the grant milestones, guidance, and assurances.
- B. Failure to comply with the requirements or statutory objectives of federal or state law.
- C. Failure to make satisfactory progress toward the goals or objectives set forth in the annual EMPG Work Agreement.
- D. Failure to follow grant agreement requirements or special conditions.
- E. Failure to submit required reports.
- F. Filing of a false certification in the application or other reports or documents.

Before taking action, the Recipient will provide the Subrecipient reasonable notice of intent to impose corrective measures and will make every effort to resolve the problem informally.

XIII. Business Integrity Clause

The Recipient may immediately cancel the grant without further liability to the Recipient or its employees if the Subrecipient, an officer of the Subrecipient, or an owner of a 25% or greater share of the Subrecipient is convicted of a criminal offense incident to the application for or performance of a state, public, or private grant or subcontract; or convicted of a criminal offense, including, but not limited to any of the following: embezzlement, theft, forgery, bribery, falsification or destruction of records, receiving stolen property, attempting to influence a public employee to breach the ethical conduct standards for State of Michigan employees; convicted under state or federal antitrust statutes; or convicted of any other criminal offense which, in the sole discretion of the Recipient, reflects on the Subrecipient's business integrity.

XIV. Freedom of Information Act

Much of the information submitted in the course of applying for funding under this program, or provided in the course of grant management activities, may be considered law enforcement-sensitive or otherwise

critical to national security interests. This may include threat, risk, and needs assessment information, and discussions of demographics, transportation, public works, and industrial and public health infrastructures. Therefore, each Subrecipient agency Freedom of Information Officer will need to determine what information is to be withheld on a case-by-case basis. The Subrecipient should be familiar with the regulations governing Protected Critical Infrastructure Information (6 C.F.R., Part 29) and Protection of Sensitive Security Information (49 C.F.R., Part 1520), as these designations may provide additional protection to certain classes of homeland security information.

AGREEMENT FOR EXTENSION SERVICES

This AGREEMENT FOR EXTENSION SERVICES (“Agreement”) is entered into on _____ by and between Oceana County, Michigan (“County”), and the BOARD OF TRUSTEES OF MICHIGAN STATE UNIVERSITY (“MSU”) on behalf of MICHIGAN STATE UNIVERSITY EXTENSION (MSUE”).

The United States Congress passed the Smith-Lever Act in 1914 creating a National Cooperative Extension System and directed the nation’s land grant universities to oversee its work; and,

MSUE helps people improve their lives by bringing the vast knowledge resources of MSU directly to individuals, communities and businesses; and,

For more than 100 years, MSUE has helped grow Michigan’s economy by equipping Michigan residents with the information needed to do their jobs better, raise healthy and safe families, build their communities and empower our children to succeed; and,

It is the mission of MSUE to help people improve their lives through an educational process that applies knowledge to critical issues, needs and opportunities; and,

Further, as an organization committed to the principles of diversity, equity and inclusion, we will work collaboratively with our community partners to ensure participation from the broad human diversity of each community (including race, color, religion, national origin, age, sex, disability, height, weight, marital status, gender, gender identity (gender expression), political beliefs, sexual orientation, family status, veteran status or any other factor prohibited by applicable law) and work to make our programs accessible and inclusive of the multiple realities and forms of knowledge that will support equitable outcomes for all throughout Michigan’s 83 counties;

MSUE meets this mission by providing Extension educational programs in the following subject matter areas:

- Agriculture & Agribusiness
- Children & Youth Development, including 4-H
- Health & Nutrition
- Community, Food & Environment

NOW THEREFORE in consideration of the mutual covenants herein contained, and other good and valuable consideration, the parties hereto mutually agree as follows:

A. MSUE will provide:

1. Access to programs in all four MSUE Institutes to residents in your County. This includes access to educators and program instructors appointed to the Institutes and MSU faculty affiliated with each Institute to deliver core programs.

2. Extension Educators and program staff as needed to implement programs within the County, housed at the county office.
3. A county 4-H program. .5 FTE 4-H Program Coordination.
4. Salary and benefits of MSUE Personnel and the cost of administrative oversight of Personnel.
5. Operating expenses, per MSU policy, for MSUE personnel (“Personnel”).
6. Supervision of MSU-provided academic and paraprofessional staff. Supervision of county employed clerical staff and/or other county employed staff, upon request.
7. Administrative oversight of MSUE office operations.
8. An annual report of services provided to the residents of the County during the term of this Agreement, including information about audiences served, and impact of Extension programs in the County.

B. The County will provide:

1. An annual assessment that will be charged to the county and administered by MSUE. The assessment will help fund Extension services for the County, including operating expenses for certain Extension personnel and the operation of the County 4-H program.
2. Office and meeting space meeting the following requirements:
 - a. Sufficient office space to house Extension staff as agreed upon between the County and the MSUE District Director.
 - b. Utilities, including telephone and telephone service sufficient to meet the needs of Personnel utilizing MSUE office space.
 - c. High-speed Internet service sufficient to meet the needs to Personnel utilizing the MSUE office space.
 - d. Access to space for delivering Extension programs.
 - e. Access to the office building and relevant meeting spaces must be ADA compliant/accessible.
3. Clerical support for staff for the MSUE office as agreed upon between the County and MSUE District Director that will perform clerical functions, including assisting County residents in accessing MSUE resources by office visit, telephone, email, internet and media. The clerical support staff will be either a County employed clerical staff, or the County will provide funding for an MSUE employed clerical staff.

.5 FTE MSU employed Clerical Support Staff

.375 FTE MSU employed Oceana 4-H Administrative Support Staff

Optional:

4. Funding for additional Extension educators at **0 FTE**
5. Funding for additional 4-H program capacity at **.5 FTE**
6. Funding for additional paraprofessional(s) at **0 FTE**
7. Total Annual Assessment in the amount of **\$150,786**

Payments due and payable under the terms of this agreement shall be made on the first of the month, of the first month, in each quarter of the county fiscal year, unless otherwise requested and agreed as provided below.

Payment mailing address: MSU Extension Business Office, Justin S. Morrill Hall of Agriculture, 446 W. Circle Drive, Room 160, East Lansing, Michigan 48824

C. Staffing and Financial Summary:

A. Base Assessment (includes .5 FTE 4-H Program Coordination) \$50,607

ADDITIONAL PERSONNEL

B. .5 FTE Clerical Support Staff to be employed by MSU \$36,429

.375 FTE Oceana 4-H Administrative Support Staff to be employed by MSU \$27,321

C. 0 FTE Educator (Program Area:) \$0

D. .5 FTE Additional 4-H Program Coordination \$36,429

E. 0 FTE Additional paraprofessional staff \$0

TOTAL COUNTY ASSESSMENT PAYABLE TO MSU FOR FY 2025: \$150,786

I. Term and Termination

The obligations of the parties under this Agreement will commence on January 1, 2025, the first day of the County budget year 2025 and shall terminate on the last day of such County budget year 2025.

Either party to this Agreement may terminate the Agreement, with or without cause, with 120 days written notice delivered to Michigan State University Extension, Justin S. Morrill Hall of Agriculture, 446 W. Circle Drive, Room 160, East Lansing, MI 48824 if to MSUE and delivered to Oceana County Administrator, 100 State Street, Hart, MI 49420, if to the County.

II. General Terms

1. **Independent Contractor.** The University is an independent contractor providing services to the County. The County and MSU do not have the relationship of legal partners, joint venturers, principals or agents. Personnel have no right to any of County's employee benefits.

2. **Force Majeure.** Each party will be excused from the obligations of this agreement to the extent that its performance is delayed or prevented by circumstances (except financial) reasonably beyond its control, including, but not limited to, acts of government, embargoes, fire, flood, explosions, acts of God, or a public enemy, strikes, labor disputes, vandalism, or civil riots.
3. **Assignment.** This agreement is non-assignable and non-transferable.
4. **Entire Agreement.** This Agreement, with its Appendix "A" is the entire agreement between MSU and the County. This Agreement supersedes all previous agreements, for the subject matter of this Agreement. The Agreement can only be modified in writing, signed by both MSU and the County.
5. **No Third Party Beneficiaries.** This Agreement is solely for the benefit of MSU and the County and does not create any benefit or right for any other person, including residents of the County.
6. **Nondiscrimination:** The parties will adhere to all applicable federal, state and local laws, ordinances, rules and regulations prohibiting discrimination. Neither party will discriminate against a person to be served or any employee or applicant for employment because of race, color, religion, national origin, age, sex, disability, height, weight, marital status, or any other factor prohibited by applicable law.

The individuals signing below each have authority to bind MSU and the County, respectively.

**BOARD OF TRUSTEES OF
MICHIGAN STATE UNIVERSITY**

By: _____

Evonne Pedawi
Contract & Grant Administration
Its: Executive Director

Date: _____

OCEANA COUNTY

By: _____

Print name: _____

Its: _____
(title)

Date: _____

Appendix A
Technical Standards for County Internet Connections

Michigan State University Extension (MSUE) employs the use of technology to meet the ever-changing needs of our constituents. We strive to utilize standard, enterprise tools when appropriate, but also recognize the need to evolve with the times and utilize innovative tools to reach a broad array of people.

MSUE does support and encourage the use of technologies that others may not, including social media platforms. We view communication with our constituents through Facebook, Twitter, Instagram, YouTube, and other emerging social media to be critical to our work. MSUE staff are required to follow the MSU Acceptable Use Policy (AUP) <https://tech.msu.edu/about/guidelines-policies/aup/>.

We ask that our county partners provide Extension personnel access to a high-speed Internet connection. From that access, the easiest way to create a secure path to necessary applications is to open the full MSU Internet Protocol Range to and from your network, as well as opening social media sites to the addresses used by MSUE staff at your location. MSUE is prepared to support end user needs if there is high-speed internet, networking to clients, and phone system support. MSU will provide firewall functionality and client support. To discuss this possibility please contact your MSUE District Director. To provide the needed services on county equipment review the following MSU-owned ranges:

The MSU-owned ranges are:
NetRange35.8.0.0 - 35.9.255.255 CIDR35.8.0.0/15

If you would like to narrow the scope further for additional protection, some of the addresses that will need to be allowable include:

Office 365 – Details on what to open are at <https://docs.microsoft.com/en-us/microsoft-365/enterprise/urls-and-ip-address-ranges?view=o365-worldwide>
search.msu.edu
35.9.160.36 (1935,443) authentication)
45.60.149.216
35.9.247.31 (zoom.msu.edu)
d2l.msu.edu (80 and 443) (D2L – Desire to Learn @ Brightspace.com)
108.161.147.0/24, 199.231.78.0/24, 64.62.142.12/32, 209.206.48.0/20 (external) Meraki Cloud communication
199.231.78.148/32, 64.156.192.245/32 (external) Meraki VPN registry

The following applications are necessary on all computers – MS Office (preferably O365, MSUE provides MS licensing), Adobe Acrobat, Zoom, SAP client, VPN client, Antivirus. (Most recent version of Chrome, Firefox, or Edge)

Other notable web server/sites IP addresses:

canr.msu.edu – 52.5.24.1
msue.anr.msu.edu – 52.5.24.1
events.anr.msu.edu/web3.anr.msu.edu – 45.60.11.113
web2.canr.msu.edu | web2.msue.msu.edu - 35.8.200.220
master Gardener (External) – 128.120.155.54
extension.org (External) – 54.69.217.186 msu.zoom.us (External)

Questions may be directed to anr.support@msu.edu where they will be routed to the best person to assist you.

Agreement between the Oceana County and Michigan State University (MSU)

Michigan State University (MSU), through its Extension program (MSUE) and in collaboration with Oceana County, is committed to helping residents improve their lives through educational programs and services in Oceana County. To maximize our resources and talents while expanding our reach, both organizations have committed to sharing resources and goals to better serve the residents of Oceana County.

To that end, the following agreement has been determined to be beneficial to both MSU and Oceana County.

Michigan State University Extension will provide:

1. Work hours: Ten (10) additional hours of staffing per week for the MSU Extension clerical support staff housed at the Oceana County Services Building (844 S. Griswold Street, Suite 200, Hart, MI 49420). Those additional hours will be utilized to support the economic development efforts of the Right Place Oceana County and will primarily involve clerical support.
2. Supervision: The clerical staff person will remain a MSU employee and will be supervised by the MSU Extension District 5 Director.
3. MSU will provide a computer to the employee.
4. In times of staffing transition, the employee will be hired by MSU Extension and follow guidelines similar to all MSU employees. The employee will also be eligible for the MSU health and retirement benefits.

Oceana County will provide:

1. Workspace for the joint position in the Oceana County Services building. The workspace will include space for one person, access to a telephone, high-speed internet service, and copying/printing capabilities. Access to space for Oceana County related meetings as needed.
2. Monetary contribution to be cover the costs of the work hours.
3. Joint quarterly meetings with the MSU Extension District 5 Director, and the Oceana County Right Place representative to provide direction and feedback regarding the arrangement.

Specific Contributions by Oceana County

1. For the period from January 1, 2025, to December 31, 2025, Oceana County shall pay MSUE a total of \$12,860 for salary and fringe benefits.
2. Quarterly payments of \$3,215 will be due April 1st, July 1st, and October 1st, 2025, and January 1st, 2026.
3. Invoices will be submitted to Tracy Byard, County Administrator, at admin@oceana.mi.us.
4. Payment mailing address: MSU Extension Business Office, Room 160, Justin S. Morrill Hall of Agriculture, 446 West Circle Drive, Michigan State University, East Lansing, MI 48824.

Term and Termination

- I. This agreement is effective on January 1, 2025, and expires December 31, 2025. The agreement may be renewed annually; however, the contribution for services provided will be updated to reflect the actual salary rate and fringe benefits of the employee filling the role. Either MSUE or Oceana County may terminate this agreement, with or without cause, with 120 days written notice.
- II. General Terms
 - 1. Independent Contractor. The University is an independent contractor providing services to Oceana County. Oceana County and the University do not have the relationship of legal partners, joint venturers, principals or agents. MSUE personnel have no right to any of Oceana County’s employee benefits.
 - 2. Force Majeure. Each party will be excused from the obligations of this agreement to the extent that its performance is delayed or prevented by circumstances (except financial) reasonably beyond its control, including but not limited to, acts of government, embargoes, fire, flood, explosions, acts of God, or a public enemy, strikes, labor disputes, vandalism, or civil riots.
 - 3. Assignment. This agreement is non-assignable and non-transferable.
 - 4. Entire Agreement. The agreement is the entire agreement between MSUE and Oceana County, superseding all previous agreements, for the subject matter of this Agreement. The agreement can only be modified in writing signed by both MSUE and Oceana County.
 - 5. No Third Party Beneficiaries. The agreement is solely for the benefit of MSUE and Oceana County. It does not create any benefit or right for any other person, including residents of the County.
 - 6. Indemnification. Statutory and common law theories and principles of indemnification, contribution and equitable restitution shall govern and apply to claims, actions, causes of action, costs, expenses and losses (including attorneys' fees) resulting from or caused by the actions or omissions of the parties or their employees pursuant to this Agreement.
 - 7. Non-discrimination. The parties will adhere to all applicable federal, state and local laws, ordinances, rules and regulations prohibiting discrimination. The University, as required by law, will not discriminate against a person to be served or any employee or applicant for employment because of race, color, religion, national origin, age, sex, disability, height, weight, marital status, or any other factor prohibited by applicable law.

Michigan State University

Oceana County

Executive Director,
Contract & Grant Administration

Administrator

Date

Date

Certification Statement

I hereby certify that this Statement Showing Mills Apportioned by the County Board of Commissioners and submitted to the State Tax Commission is a true statement of all ad valorem millages apportioned by the County Board of Commissioners of the

County of Oceana for the year 2024

Edmond K. Vanden Veur

Signature of County Equalization Director

NOTARIZATION

_____ *Notary Public*

_____ *County, Michigan*

STATE OF MICHIGAN

County of _____ } ss

Subscribed before me this _____

Day of _____ *year* _____

My commission expires _____, _____

**Statement Showing Mills Apportioned by the County Board of Commissioners
of the County of OCEANA for the Year 2024**

(A) County Name	(B) Taxable Value	(C) County Allocated Rate / SET	(D) Est. County Allocated / SET Tax Dollars	(E) Total County Extra Voted Operating Rate	(F) Est. County EV Oper. Tax Dollars	(G) Total County Debt Rate	(H) Est. County Debt Tax Dollars	(I) Total Est. County Tax Dollars	(BB) Total RenZone Taxable Value
Oceana	1,612,157,463.00	5.6084	9,041,623.92	4.2142	6,793,953.98	0.0000	0.00	15,835,577.90	0.00
STATE ED. TAX	1,608,978,263.00	6.0000	9,653,869.58	0.0000	0.00	0.0000	0.00	0.00	0.00

(J) Local Unit Name	(K) Taxable Value	(L) Total Allocated / Charter Rate	(M) Est. Local Allocated / Charter Tax Dollars	Total Other Extra Voted / General Law Operating Rate	(O) Est. Local EV / GL Oper. Tax Dollars	(P) Total Debt Rate	(Q) Est. Local Debt Tax Dollars	(R) Total Est. Local Tax Dollars	(KK) Total RenZone Taxable Value
Benona	211,447,799.00	1.1982	253,356.75	2.7448	580,381.92	0.0000	0.00	833,738.67	0.00
Claybanks	84,307,289.00	1.2081	101,851.64	3.4700	292,546.29	0.0000	0.00	394,397.93	0.00
Colfax	44,220,380.00	1.2136	53,665.85	1.9418	85,867.13	0.0000	0.00	139,532.98	0.00
Crystal	28,265,423.00	1.2290	34,738.20	4.4433	125,591.75	0.0000	0.00	160,329.95	0.00
Elbridge	34,221,430.00	1.1792	40,353.91	4.7586	162,846.10	0.0000	0.00	203,200.01	0.00
Ferry	40,164,379.00	1.1738	47,144.95	2.9343	117,854.34	0.0000	0.00	164,999.29	0.00
Golden	246,749,784.00	1.1782	290,720.60	2.8543	704,297.91	0.0000	0.00	995,018.51	0.00
Grant	95,923,579.00	1.2419	119,127.49	3.9955	383,262.66	0.0000	0.00	502,390.15	0.00
Greenwood	40,123,476.00	1.1981	48,071.94	2.4877	99,815.17	0.0000	0.00	147,887.11	0.00
Hart	99,903,332.00	1.2483	124,709.33	2.4893	248,689.36	0.0000	0.00	373,398.69	0.00
Leavitt	31,306,089.00	1.2283	38,453.27	2.9482	92,296.61	0.0000	0.00	130,749.88	0.00
Newfield	85,699,346.00	1.1850	101,553.73	0.0000	0.00	0.0000	0.00	101,553.73	0.00
Otto	31,535,775.00	1.1374	35,868.79	1.8470	58,246.58	0.0000	0.00	94,115.37	0.00
Pentwater	286,706,407.00	1.1995	343,904.34	2.1271	609,853.20	0.0000	0.00	953,757.54	0.00
Shelby	127,022,878.00	1.2225	155,285.47	3.9653	503,683.82	0.0000	0.00	658,969.29	0.00
Weare	64,559,826.00	1.0800	69,724.61	2.6769	172,820.20	0.0000	0.00	242,544.81	0.00
Hart	60,000,271.00	12.4733	748,401.38	2.4597	147,582.67	0.0000	0.00	895,984.05	0.00
HESPERIA	13,697,023.00	13.4058	183,619.55	0.0000	0.00	0.0000	0.00	183,619.55	0.00
NEW ERA	15,108,750.00	4.6000	69,500.25	0.0000	0.00	0.0000	0.00	69,500.25	0.00
PENTWATER	127,933,111.00	8.1338	1,040,582.34	1.4926	190,952.96	2.4000	307,039.47	1,538,574.77	0.00
ROTHBURY	19,358,702.00	5.0730	98,206.70	0.0000	0.00	0.0000	0.00	98,206.70	0.00
SHELBY	36,955,913.00	10.2619	379,237.88	4.1046	151,689.24	0.0000	0.00	530,927.12	0.00
WALKERVILLE	5,924,483.00	12.4012	73,470.70	0.0000	0.00	0.0000	0.00	73,470.70	0.00

**Statement Showing Mills Apportioned by the County Board of Commissioners
of the County of OCEANA for the Year 2024**

(A) Authority (Dist. Libraries, DDAs, Transit, Metro, Fire, etc.)	(B) Taxable Value	(C) Total Operating Rate	(D) Est. Authority Oper. Tax Dollars	(E) Total Debt Rate	(F) Est. Authority Debt Tax Dollars	(G) Est. Total Authority Tax Dollars	(BB) Total RenZone Taxable Value
DDA - PENTWATER	20,495,804.00	1.4188	29,079.45	0.0000	0.00	29,079.45	0.00
LIBRARY - HART DIST.	159,903,603.00	1.9468	311,300.33	0.0000	0.00	311,300.33	0.00
LIBRARY - HESPERIA OCEANA CO.	125,822,822.00	0.8789	110,585.68	0.0000	0.00	110,585.68	0.00
LIBRARY - SHELBY DIST.	127,022,878.00	1.4105	179,165.77	0.0000	0.00	179,165.77	0.00

(A) Local K12 School District Name	(B) Total Taxable Value		(C) Total Taxable Value	(D) Total Commercial Personal Taxable Value	(E) HH / Supplemental Rate	(F) Est. HH / Supplemental Tax Dollars	(G) Non Homestead Operating Rate	(H) Est. NH Operating Tax Dollars	(I) Total Debt / Sinking Fund / Bidg Site Rate	(J) Est. Debt / Sinking Fund / Bldg Site Tax Dollars	(K) Total Recreational Rate	(L) Est. Recreational Tax Dollars	(M) Total Est. Local K12 School Tax Dollars	(BB) Total RenZone Taxable Value	(GG) Non Homestead Comm.Pers. Operating Rate
	FREMONT PUBLIC SCHOOL DIST	14,452,009.00	4,394,785.00	13,900.00	0.0000	0.00	17,7840	78,237.26	9.4588	136,698.66	0.0000	0.00	0.00	214,935.92	0.00
HART PUBLIC SCHOOL DISTRICT	439,420,399.00	250,422,908.00	5,235,300.00	0.0000	0.00	17.3958	4,384,555.45	5.1696	2,271,627.69	0.0000	0.00	0.00	6,656,163.14	0.00	5.3958
HART PUBLIC SCHOOL DISTRICT	35,099,934.00	8,576,229.00	24,200.00	0.0000	0.00	17.3958	149,320.94	5.1696	181,452.62	0.0000	0.00	0.00	330,773.56	0.00	5.3958
HESPERIA COMM SCHOOL DIST	117,509,027.00	42,013,839.00	17,900.00	0.0000	0.00	18.0000	756,356.50	7.5000	881,317.70	0.0000	0.00	0.00	1,637,674.20	0.00	6.0000
HOLTON PUBLIC SCHOOLS	6,023,600.00	1,932,744.00	0.00	0.0000	0.00	18.0000	34,789.39	7.0000	42,165.20	0.0000	0.00	0.00	76,954.59	0.00	6.0000
MASON COUNTY CENTRAL SD	6,045,737.00	1,447,932.00	0.00	0.0000	0.00	18.0000	26,062.78	2.2700	13,723.82	0.0000	0.00	0.00	39,786.60	0.00	6.0000
MONTAGUE AREA PUBLIC SCHOOLS	152,867,266.00	63,150,382.00	1,344,700.00	0.0000	0.00	18.0000	1,144,775.08	8.5826	1,311,998.60	0.0000	0.00	0.00	2,456,773.68	0.00	6.0000
PENTWATER PUBLIC SCHOOL DIST	303,574,951.00	192,373,447.00	592,800.00	0.0000	0.00	18.0000	3,466,278.85	0.8800	267,145.96	0.0000	0.00	0.00	3,733,424.81	0.00	6.0000
PENTWATER PUBLIC SCHOOL DIST WWSCC	27,503,802.00	11,421,687.00	170,000.00	0.0000	0.00	18.0000	206,610.37	0.8800	24,203.35	0.0000	0.00	0.00	230,813.72	0.00	6.0000
SHELBY PUBLIC SCHOOLS	444,285,869.00	223,264,876.00	3,842,300.00	0.0000	0.00	18.0000	4,041,821.57	3.6400	1,617,200.56	0.0000	0.00	0.00	5,659,022.13	0.00	6.0000
WALKERVILLE RURAL COMM SD	65,374,869.00	32,128,211.00	83,000.00	0.0000	0.00	18.0000	578,805.80	3.3181	216,920.35	0.0000	0.00	0.00	795,726.15	0.00	6.0000

(H) Intermediate School District Name	(I) Taxable Value	(J) ISD Allocated Rate	(K) Est. ISD Allocated Tax Dollars	(L) ISD Total EV Operating Rate	(M) Est. ISD EV Operating (Spec Ed/Voc/Enh) Tax Dollars	(N) ISD Total Debt Rate	(O) Est. ISD Debt Tax Dollars	(P) Est. Total ISD Tax Dollars	(II) Total RenZone Taxable Value
MUSKEGON	158,890,866.00	0.4480	71,183.11	4.1902	665,784.51	0.0000	0.00	736,967.62	0.00
NEWAYGO	131,961,036.00	0.1296	17,102.15	3.1729	418,697.85	0.0000	0.00	435,800.00	0.00
WEST SHORE	1,321,305,561.00	0.2740	362,037.72	3.2783	4,331,636.02	0.0000	0.00	4,693,673.74	0.00

OCEANA COUNTY 2024 TOTAL MILLAGE RATES BY JURISDICTION

Township / City	Village	School Code	Local School District	Total		Total	
				Total Homestead Property Tax Rate	NonHomestead Property Tax Rate	Total Homestead Property Tax Rate w/Special Assmnt	NonHomestead Property Tax Rate w/Special Assmnt
Benona		64080	SHELBY PUBLIC SCHOOLS	26.9579	44.9579	26.9579	44.9579
Claybanks		61180	MONTAGUE AREA PUBLIC SCHOOLS	33.7215	51.7215	33.7215	51.7215
Claybanks		64080	SHELBY PUBLIC SCHOOLS	27.6930	45.6930	27.6930	45.6930
Colfax		64090	WALKERVILLE RURAL COMM SD	28.9172	46.9172	28.9172	46.9172
Crystal		64040	HART PUBLIC SCHOOL DISTRICT	30.2168	47.6126	30.2168	47.6126
Crystal		64045	HART PUBLIC SCHOOL DISTRICT	33.2856	50.6814	33.2856	50.6814
Crystal		64090	WALKERVILLE RURAL COMM SD	31.4341	49.4341	31.4341	49.4341
Elbridge		64040	HART PUBLIC SCHOOL DISTRICT	30.4823	47.8781	30.4823	47.8781
Elbridge		64045	HART PUBLIC SCHOOL DISTRICT	33.5511	50.9469	33.5511	50.9469
Ferry		62060	HESPERIA COMM SCHOOL DIST	30.7332	48.7332	30.7332	48.7332
Ferry		64040	HART PUBLIC SCHOOL DISTRICT	28.6526	46.0484	28.6526	46.0484
Ferry		64080	SHELBY PUBLIC SCHOOLS	27.1230	45.1230	27.1230	45.1230
Golden		64040	HART PUBLIC SCHOOL DISTRICT	28.5770	45.9728	28.5770	45.9728
Golden		64080	SHELBY PUBLIC SCHOOLS	27.0474	45.0474	27.0474	45.0474
Grant		61180	MONTAGUE AREA PUBLIC SCHOOLS	34.2808	52.2808	34.2808	52.2808
Grant	ROTHBURY	61180	MONTAGUE AREA PUBLIC SCHOOLS	39.3538	57.3538	39.3538	57.3538
Grant		64080	SHELBY PUBLIC SCHOOLS	28.2523	46.2523	28.2523	46.2523
Grant	NEW ERA	64080	SHELBY PUBLIC SCHOOLS	32.8523	50.8523	32.8523	50.8523
Greenwood		61120	HOLTON PUBLIC SCHOOLS	32.0255	50.0255	32.0255	50.0255
Greenwood		62040	FREMONT PUBLIC SCHOOL DIST	33.1486	50.9326	33.1486	50.9326
Greenwood		62060	HESPERIA COMM SCHOOL DIST	31.1898	49.1898	31.1898	49.1898
Hart		64040	HART PUBLIC SCHOOL DISTRICT	30.2289	47.6247	30.2289	47.6247
Hart		64080	SHELBY PUBLIC SCHOOLS	28.6993	46.6993	28.6993	46.6993
Leavitt		62060	HESPERIA COMM SCHOOL DIST	30.8016	48.8016	30.8016	48.8016
Leavitt		64040	HART PUBLIC SCHOOL DISTRICT	28.7210	46.1168	28.7210	46.1168
Leavitt		64090	WALKERVILLE RURAL COMM SD	29.9383	47.9383	29.9383	47.9383
Leavitt	WALKERVILLE	64090	WALKERVILLE RURAL COMM SD	42.3395	60.3395	42.3395	60.3395
Newfield		62060	HESPERIA COMM SCHOOL DIST	28.6890	46.6890	28.6890	46.6890
Newfield	HESPERIA	62060	HESPERIA COMM SCHOOL DIST	42.0948	60.0948	42.0948	60.0948
Newfield		64080	SHELBY PUBLIC SCHOOLS	25.0788	43.0788	25.0788	43.0788
Otto		61120	HOLTON PUBLIC SCHOOLS	30.4452	48.4452	30.4452	48.4452
Otto		61180	MONTAGUE AREA PUBLIC SCHOOLS	32.0278	50.0278	32.0278	50.0278
Otto		64080	SHELBY PUBLIC SCHOOLS	25.9993	43.9993	25.9993	43.9993
Pentwater		64070	PENTWATER PUBLIC SCHOOL DIST	23.5815	41.5815	23.5815	41.5815
Pentwater	PENTWATER	64070	PENTWATER PUBLIC SCHOOL DIST	35.6079	53.6079	35.6079	53.6079
Shelby		64040	HART PUBLIC SCHOOL DISTRICT	31.1428	48.5386	31.1428	48.5386
Shelby		64080	SHELBY PUBLIC SCHOOLS	29.6132	47.6132	29.6132	47.6132
Shelby	NEW ERA	64080	SHELBY PUBLIC SCHOOLS	34.2132	52.2132	34.2132	52.2132
Shelby	SHELBY	64080	SHELBY PUBLIC SCHOOLS	43.9797	61.9797	43.9797	61.9797
Weare		53010	MASON COUNTY CENTRAL SD	28.4706	46.4706	28.4706	46.4706
Weare		64040	HART PUBLIC SCHOOL DISTRICT	28.3014	45.6972	28.3014	45.6972
Weare		64045	HART PUBLIC SCHOOL DISTRICT	31.3702	48.7660	31.3702	48.7660
Weare		64070	PENTWATER PUBLIC SCHOOL DIST	24.0118	42.0118	24.0118	42.0118
Weare		64075	PENTWATER PUBLIC SCHOOL DIST WWSCC 51	27.0806	45.0806	27.0806	45.0806
Hart		64040	HART PUBLIC SCHOOL DISTRICT	41.4243	58.8201	41.4243	58.8201

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			\$ 4,422.10	to Michigan Municipal Risk Management for quarterly liability insurance
215 - Firend of the Court			\$ 2,194.06	to Image Soft for monthly services
243 - Brownfield Redevelopment Authority			\$ 41,845.52	to Fishbeck for other contractual services
256 - Automation			\$ 1,026.88	to GovOS, Inc for monthly services
260 - Indigent Defense			\$ 10,963.50	to Good Law for court appointed attorney fees
			\$ 10,229.00	to Hayes Law Office for court appointed attorney fees
			\$ 18,766.50	to Springstead Law Office for court appointed attorney fees
267 - K9 Unit			\$ 1,193.00	to Oceana Veterinary Clinic for vet expenses
272 - Criminal Justice Training			\$ 1,397.69	to WMCJTC for employee training
298 - Technology & Innovation			\$ 3,633.53	to Huntington National Bank for equipment repairs/maintenance; machinery & equipment, and software
General Fund				
208 - Insurance			\$ 45,272.65	to Michigan Municipal Risk Management for quarterly liability insurance

257 - Equalization	\$ 18,150.00	to V & V Assessing, LLC for monthly equalization services
265 - Courthouse & Ground	\$ 1,087.17	to Huntington National Bank for janitorial supplies, machinery & equipment, and vehicle repairs/maintenance
283 - Circuit Court	\$ 4,223.92	to Hayes Law Office for November 2024 appropriations for services and expenses
	\$ 3,351.70	to Heacock Reporting for November 2024 appropriations
	\$ 2,754.09	to Mason County Treasurer for 3rd quarter 2024 fringe benefits for Circuit Court
	\$ 4,223.92	to Springstead Law Offices for November 2024 appropriations for services and expenses
286 - District Court	\$ 2,627.33	to Mason County Treasurer for 3rd quarter 2024 fringe benefits for District Court
289 - Friend of Court	\$ 1,282.77	to Amanda Klotz for travel reimbursment
	\$ 3,162.00	to MGT of America Consulting, LLC for CRP billing
294 - Probate Court	\$ 1,350.00	to Barkow Law Company, PLLC for 3rd quarter 2024 county guardian fees
296 - Prosecuing Attorney	\$ 2,060.00	to Integrity Business Solutions for office supplies
301 - Sheriff	\$ 21,691.05	to Enterprise FM Trust for vehicle rentals, repairs, and maintenance
	\$ 1,500.00	to Grace Adventures for Adult/Family Trainings
351 - Jail	\$ 1,575.96	to Gordon Food Serice for inmate board and janitorial supplies
	\$ 531,810.29	to Gordon Food Serice for inmate board and janitorial supplies

	\$ 1,710.00	to Dash Medical Supplies, Inc for medical supplies
	\$ 1,809.12	to Engineered Protection Systems for security services
528 - Transfer Station	\$ 2,805.14	to Huntington National Bank for equipment repairs/maintenance
	\$ 2,099.00	to American Classic Dumpster for equipment rental
595 - Airport	\$ 8,571.75	to AVFuel Corporation for fuel
601 - Health Department	\$ 42,788.75	to DHD #10 for 4th quarter 2024 appropriation
648 - Medical Examiner	\$ 7,761.00	to Mid Michigan Medicalk Examiner Group for 3rd quarter 2024 fees
649 - Mental Health	\$ 10,647.92	to West Michigan CMH for October 2024 local match
~ Total	\$ 271,578.39	



Oceana County Board of Commissioners

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AGENDA

Board Meeting

The Oceana County Board of Commissioners will hold its **Regular Meeting on Thursday, October 24, 2024, beginning at 11:30 a.m.** in the Oceana County Board of Commissioners Room, 100 State Street, Hart, MI 49420.

Board Chair: Robert Walker

Board Vice-Chair: Tim Beggs

Presenter	Description	Item #
Chair 11:30 a.m.	Pledge of Allegiance PUBLIC HEARING – PROPOSED FISCAL YEAR 2025 BUDGET AND TAX LEVIES Call to Order Roll Call Approval of minutes from October 24, 2024 Pages 67-69 Conflict of Interest Disclosure Regarding Agenda Items Changes to the Agenda Approval of the Agenda Public Comment (<i>state your name, current address, and agenda item or topic</i>)	
Chairman Walker	Presentation of Service Award Ms. Melanie Coon – 20 Years of Service	
Commissioner Hardy	Adoption of the Fiscal Year 2025 Budget and Tax Levies Motion 2024-128 to adopt the proposed Resolution #24-15 adopting the Fiscal Year 2025 Budget and property tax millage rates to be levied. Roll Call	2024-128
Commissioner Beggs	Shelby Township Enclosed Facility Appropriation Request Motion 2024-114 to approve an appropriation in the amount of \$50,000 for the Shelby Township Enclosed Facility project with funds to be paid from ARPA Funds. Pages 57-66 Roll Call	2024-114
Commissioner McCormick	IT Supplies for Building Department Move Motion 2024-121 to approve the purchase of IT items needed for the Building Inspection Department move in the amount of \$9,874.03 with funds to be paid from the Building Improvement Fund. Roll Call	2024-121
Commissioner Erickson	Chiller Motion 2024-122 to approve the purchase of a chiller for the county courthouse in the amount of \$118,000 from Boardwell Mechanical Services, Inc. with funds to come from ARPA Funds.	2024-122

Presenter	Description	Item #
	Roll Call	
Commissioner Beggs	Emergency Management Performance Grant Motion 2024-123 to approve the Fiscal Year 2024 Emergency Management Performance Grants (EMPG) Grant Agreement Package and allow the Chair, County Clerk and County Administrator to sign. <div style="text-align: right;">Roll Call</div>	2024-123
Commissioner Erickson	MSU Extension Memorandum of Agreement Motion 2024-124 to approve the Memorandum of Agreement between MSU Extension and Oceana County for FY2025 and allow the Chair to sign. <div style="text-align: right;">Roll Call</div>	2024-124
Commissioner McCormick	MSU Extension Agreement for Clerical Support Motion 2024-125 to approve the agreement with MSU Extension and Oceana County for Fy2025 for the purpose of clerical support for economic development and allow the Chair to sign. <div style="text-align: right;">Roll Call</div>	2024-125
Commissioner Hardy	Apportionment Report and Form L4402 Motion #2024-126 to adopt the 2024 Apportionment Report of Oceana County millage rates as calculated and compiled by the Oceana County Equalization Department and authorize the Oceana County Equalization Director to complete and sign the Michigan Department of Treasury Form L-4402 to be submitted to the Michigan Department of Treasury in a timely fashion. <div style="text-align: right;">Roll Call</div>	2024-126
Commissioner Beggs	Per Diem Increase and Commissioner Wages Motion 2024-127 to increase per diem rates from \$30 per meeting to \$50 per meeting as per the county's allowable per diem schedule and increase County Commissioner wages by 2% for years 2026 and 2028 of their term.	2024-127
Commissioner Hardy	Payment of Claims Pages 70-72	2024-129
REPORTS FROM COMMISSIONERS AND DEPARTMENT HEADS		
	Public Comment (<i>state your name, current address, and agenda item or topic</i>)	
	Adjournment	



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Resolution #24-15
October 24, 2024

RESOLUTION 24-15 TO APPROVE THE 2025 OCEANA COUNTY BUDGET

WHEREAS, the Uniform Budgeting and Accounting Act, Public Act 2 of 1968, as amended, indicates that the Legislative body shall adopt a balanced budget for all budgeted funds by passing an Appropriations Act; and

WHEREAS, this resolution shall be known as the Fiscal Year 2025 General Appropriations Act; and

WHEREAS, pursuant to State law, notice of a public hearing on the proposed budget was published in a newspaper of general circulation on October 17, 2024, and a public hearing on the proposed budget was held on October 24, 2024; and

WHEREAS, Oceana County voters authorized millage requests of 0.1362 of a mil for Mason-Oceana 911, 0.1000 of a mil for Veterans Affairs, 1.0000 mil for Council on Aging, 0.9780 of a mil for Ambulance and 2.0000 mills for the Medical Care Facility and reduced by the healdlee millage reduction fraction if required; and

WHEREAS, the Board of Commissioners authorized a general property tax levy on all real and personal property within the County for County general operations of 5.6571 mills; and

NOW THEREFORE BE IT RESOLVED, that the Oceana County Board of Commissioners hereby adopts the Fiscal Year 2025 General Appropriations Act; and

BE IT FURTHER RESOLVED, that the Oceana County Board of Commissioners approves a levy of 0.1362 of a mill for Mason-Oceana 911, 0.1000 of a mill for Veterans Affairs, 1.0000 of a mill for Council on Aging, 0.9780 of a mill for Ambulance and 2.0000 mills for the Medical Care Facility; and

BE IT FURTHER RESOLVED, that the 2025 Oceana County General Fund (#101) budget of \$14,267,887 be adopted by line-item activity as described in this resolution; and



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BE IT FURTHER RESOLVED, that all other fund budgets (Special Revenue and Debt Service funds totaling \$48,893,988 be adopted by line-item activity as described in this resolution, for a total Fiscal Year 2025 budget for all funds of \$63,161,875; and

BE IT FURTHER RESOLVED, that any amendment to increase an employee wage or Capital Outlay line-item in excess of \$2,500 shall be approved by the Board of Commissioners; and

BE IT FURTHER RESOLVED, that any amendment to increase the total budget of any fund or department in excess of \$2,500 shall be approved by the Board of Commissioners; except that any amendment to decrease the General Fund Contingency Account shall be approved by the Board of Commissioners; and

BE IT FURTHER RESOLVED, that the County Administrator be authorized to make such other budget amendments as necessary with the exception of those specified in this resolution; and

BE IT FURTHER RESOLVED, the approved Position Allocation List contained in this resolution shall limit the number of permanent employees who can be employed in all departments, offices, and the courts, and no funds are appropriated for any permanent or temporary, full time or part time, position not on the Position Allocation List; and

BE IT FURTHER RESOLVED, that as position vacancies occur during the budget year, and as budget constraints allow, the County Administrator shall be authorized to approve court and department requests to refill positions. All court and department requests to create a new position not currently included on the Position Allocation List shall only be approved by specific Board of Commissioners authorization; and

BE IT FURTHER RESOLVED, that certain positions contained in the Position Allocation List which are supported in some part by a grant, cost sharing, reimbursement, or some other source of outside funding are only approved contingent upon the County receiving those budgeted revenues; and

BE IT FURTHER RESOLVED, that in the event that some outside funding is not received or the County is notified that it will not be received, said positions shall be considered



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not funded and removed from the approved Position Allocation List if the Board of Commissioners does not act to appropriate funds from County sources to cover the shortfall; and

BE IT FURTHER RESOLVED, that it is understood that revenues and expenditures may vary from those which are currently contemplated and may be changed from time to time by the Board of Commissioners during the 2025 fiscal year, as deemed necessary. Consequently, there may be a need to increase or decrease various portions of the budget and impose labor-related cost reduction measures due to unforeseen financial changes; therefore, it is within the Board of Commissioners authority to change the approved Position Allocation List at any time. County Elected Officials and County Department Heads shall abide by whatever changes are made by the Board of Commissioners, if any, relative to the approved positions and the number of employees stated in the Position Allocation List; and

BE IT FURTHER RESOLVED, that the salary and wages of County employees, including the County's Elected Officials, shall follow the salary and wage rates for non-represented employees approved by the Board of Commissioners and effective January 1, 2025, unless otherwise authorized by resolution; and

BE IT FURTHER RESOLVED, collective bargaining agreements in effect for Fiscal Year 2025 that establish salary and wage rates shall be followed for represented employees; and;

BE IT FURTHER RESOLVED, that Oceana County will incorporate the Hard Cap Provision of the Publicly Funded Health Insurance Contribution Act, Public Act 152 of 2011; and

BE IT FURTHER RESOLVED, the line-item appropriations which represent the estimated costs of operating the Courts in Fiscal Year 2025 are contingent upon reimbursements to Oceana County by the State of Michigan in accordance with MCL 600.151(b). County appropriations to the Courts, in accordance with Public Act 374 and 375 of 1996, are made contingent upon conformance to all county policies and procedures regarding court personnel and the expenditure of funds; and



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BE IT FURTHER RESOLVED, that all County Elected Officials and County Department Heads shall abide by all applicable policies set by the Board of Commissioners including but not limited to budgets, purchasing, travel, and per diems; as well as the Oceana County Policy Handbook, and that budgeted funds for these purposes are appropriated contingent upon compliance with all County policies; and

BE IT FURTHER RESOLVED, that the Oceana County Policy Handbook shall apply to all employees and elected officials, including those who function under a policy handbook or agreement that has been jointly approved by the Board of Commissioners and an Elected Official who has co-employer status; and

BE IT FINALLY RESOLVED, that the County Administrator shall be authorized to make year-end transfers and amendments between line item activities or Funds or with such amounts that may be available in the General Fund Contingency Account, as may be necessary to ensure that departments and Funds do not end Fiscal Year 2025 in a deficit condition. Any such transfers and amendments shall be reported to the Board of Commissioners at their next regularly scheduled meeting or as soon thereafter.



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2025 GENERAL APPROPRIATION ACT SUMMARY

GENERAL FUND

Acct # / Description	Revenue
402-449 Taxes	\$9,457,300
450-474 Special Assessments	\$0
475-500 Licenses & Permits	\$316,270
501-538 Federal Grants	\$575,400
539-579 State Grants	\$1,704,393
580-599 Contrib. from Local Units	\$0
600-654 Charges for Services	\$467,871
655-663 Fines and Forfeitures	\$43,800
664-670 Interest and Rent	\$261,025
671-698 Other Revenue	\$417,536
699 Transfers In	\$801,916
692 Previous Year-End Balance (unassigned fund balance)	\$222,376
Total Available Revenue	\$14,267,887



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2025 GENERAL APPROPRIATION ACT SUMMARY

GENERAL FUND

Dept # / Description	Expenditure
101-000 General	\$887,826
101 Board of Commissioners	\$235,790
172 County Administrator	\$403,292
208 Insurance	\$185,574
209 Unemployment	\$3,000
215 County Clerk	\$238,837
216 Jury Board	\$2,545
223 County Auditing	\$45,400
228 Data Processing	\$57,404
229 Technology Department	\$168,645
245 Remonumentation	\$45,961
248 General Services	\$926,071
249 Plat Board	\$582
250 Microfilming	\$1,500
253 County Treasurer	\$311,409
256 Contingency	\$50,000
257 Equalization	\$242,361
262 Elections	\$26,043
265 Courthouse and Grounds	\$295,120
283 Circuit Court	\$736,309
286 District Court	\$433,016
289 Friend of the Court	\$612,395
294 Probate Court	\$329,338
295 Circuit Probation/Parole	\$6,500
296 Prosecuting Attorney	\$478,742
298 Family Counseling	\$2,500
301 Sheriff	\$3,487,580
302 Student Resource Officer	\$108,424
331 Marine Law	\$79,783
332 Snowmobile Enforcement	\$37,041



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333	Road Patrol	\$98,440
351	Jail	\$1,693,322
426	Emergency Management	\$123,962
430	Animal Control	\$261,568
442	Drain	\$166,630
445	Drains - Public Benefit	\$4,944
528	Transfer Station/Recycling	\$446,984
568	Soil Conservation	\$20,000
595	Airport	\$127,011
601	District Health Department #10	\$220,655
605	Contagious Diseases	\$2,000
648	Medical Examiner	\$74,084
649	Mental Health	\$130,000
701	Planning Commission	\$12,500
710	MSU Extension	\$150,886
711	Register of Deeds	\$228,053
728	Economic & Comm Dev	\$67,860
<hr/> Total Expenditures		\$14,267,887

Budgetary note:

¹General Fund transfers to these “departments” can be found under 101 – 000 General in the table above.



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2025 GENERAL APPROPRIATION ACT SUMMARY

SPECIAL REVENUE AND DEBT SERVICE FUNDS

Fund # / Description	Budget
110 Court Restitution	\$15,000
112 Court Restitution	\$42,000
201 Road Commission	\$13,048,100
208 Parks and Recreation Fund	\$63,500
210 Ambulance Fund	\$1,596,716
211 GIS Fund	\$0
213 WM Field Rail Trail	\$0
214 Court Improvement Fund	\$4,300
215 Friend of the Court Fund	\$37,500
218 Animal Care Fund	\$14,546
238 Pentwater Hart Trail Fund	\$458,399
239 Shelby Twp Community Park	\$1,428,022
243 Brownfield Redevelopment	\$193,700
251 Interim Elderly Fund	\$47,899
252 County Land Bank Authority	\$12,000
255 Homestead Denials	\$1,550
256 Register of Deeds Auto Fund	\$68,000
259 Emergency Mgmt Reserve Corp	\$30
260 Indigent Defense	\$750,938
261 Mason/Oceana E-911	\$423,120
262 Victim Services Fund	\$1,500
263 Concealed Pistol Licensing Fund	\$18,100
264 Local Corrections Ofc Trng Fund	\$6,000
267 K-9 Unit	\$9,000
269 Law Library Fund	\$5,000
272 Criminal Justice Training Fund	\$7,200
275 Senior Citizen Tax Fund	\$1,554,603
277 CDBG Fund	\$813
284 Opioid Settlement Fund	\$199,300
286 American Rescue Plan	\$0



**Oceana County
BOARD OF COMMISSIONERS**

County Building
100 S. State Street, Suite M-4
Hart, Michigan 49420



287	MCF Depreciation Fund	\$114,164
288	Parks & Rec Matching Grant	\$10,000
290	Oceana/Mason DHHS Fund	\$0
292	Child Care Fund	\$664,475
293	Veterans Affairs Fund	\$277,039
298	Technology and Innovation Fund	\$334,900
361	Ambulance Debt Retirement Fun	\$30,900
381	Airport Term Debt Service	\$0
391	MCF Building Debt Retirement	\$0
405	Capital Projects – Equip Replace	\$21,465
408	Parks & Rec Capital Projects	\$28,500
413	Animal Control Bldg Improv	\$14
445	Public Improvement	\$300,000
462	OCRC Capital Projects	\$3,575,601
512	S.W. Medical Care Facility	\$20,143,518
516	Delinquent Tax Revolving Fund	\$652,501
518	New Foreclosure Fund	\$355,525
520	100% Tax Pmt – 2020	\$23,300
521	100% Tax Pmt – 2021	\$22,400
522	100% Tax Pmt – 2022	\$119,600
523	100% Tax Pmt – 2013	\$155,700
524	100% Tax Pmt – 2014	\$153,200
525	100% Tax Pmt – 2015	\$0
526	100% Tax Pmt – 2016	\$0
527	100% Tax Pmt – 2017	\$0
528	100% Tax Pmt – 2018	\$24,350
529	100% Tax Pmt – 2019	\$27,250
535	Housing Commission	\$0
549	Building Department Fund	\$490,590
595	Sheriff Department Commissary	\$65,000
639	Drain Equip. Revolving	\$622
715	MCF Endowment Fund	\$13
721	Library	\$107,025
725	Friend of the Court	\$5
731	MCF Retirement	\$1,050,000
801	Drain Fund	\$78,325



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802	Drain Revolving Fund	\$0
841	Lake Level Fund	\$15,070
843	Crystal Pond Lake Impr Board	\$0
848	Stony Lake Board	\$46,100
851	Drain Debt Service Fund	\$0

Total Special Revenue Funds \$48,893,988

County Elected Officials' Annual Salaries for FY 2025

(Presented in accordance with Public Act 154 of 1879 as amended)

Treasurer	\$70,907.20
Drain Commissioner	\$70,907.20
Register of Deeds	\$70,907.20
Clerk	\$70,907.20
Sheriff	\$100,880
Undersheriff	\$97,893.02
Prosecuting Attorney	\$117,328.64

Roll call vote:

**Board Conference Room
October 10, 2024
Board of Commissioners Minutes**

The regular meeting of the Oceana County Board of Commissioners was called to order by Chairperson Walker, on Thursday, October 10, 2024, at 12:22 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. McCormick, Mr. Beggs, Mr. Hardy, and Mr. Walker.

Also Present: Mr. Brendan Samuels, The Echo correspondent; Ms. Cristina Juska, Oceana's Herald Journal correspondent; Judge Middlebrook, 79th District Court; Ms. Byard, Oceana County Administrator; and Ms. Anderson, Oceana County Clerk.

Moved by Mr. Beggs and seconded by Mr. Hardy to approve the minutes from the September 26, 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. Mr. Hardy suggested the addition of the sidewalk and concrete replacement at the Sheriff's office.

Chairman Walker suggested that a Budget workshop should be scheduled to review the many requests that have come before the board.

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

Voice vote. Motion carried.

Public Comment

Judge Middlebrook, 79th District Court, asked for the Court Room Clerk to be approved for the 2025 budget year.

Agenda Items

MOTION #2024-104 – TRANSFER STATION SCALE

Moved by Mr. Erickson and supported by Mr. Beggs, to approve the Transfer Station scale bid from GR Metrology in the amount of \$151,604.00 not to exceed \$170,000 with the funds to be paid from the Public Building and Improvement Fund.

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

Motion carried.

MOTION #2024-116 – PEER GROUP CONTRACTS FOR REMONUMENTATION

Moved by Mr. Erickson and supported by Mr. Hardy, to approve the Remonumentation Peer Group Member Agreements for Donald Sandel and Noah Penn, Land Surveyor's for a period of January 1, 2024 through December 31, 2024 and allow Chair to sign.

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

Motion carried.

MOTION #2024-117 – MATERIALS MANAGEMENT PLANNING COMMITTEE APPOINTMENT

Moved by Mr. Hardy and supported by Mr. Beggs, to appoint Connie Cargill, Treasurer Golden Township, to the Materials Management Planning Committee representing the elected official from a city, village or municipality for a term to expire on December 31, 2030.

Voice vote. Motion carried.

MOTION #2024-120 – SIDEWALK AND CONCRETE REPLACEMENT

Moved by Mr. Beggs and supported by Mr. Erickson to approve the concrete replacement for driveway, sidewalk and surrounding areas at the Sheriff’s Department not to exceed \$6,000 to be completed in conjunction with the City of Hart’s sidewalk project.

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

Motion carried.

MOTION #2024-118 – CRYSTAL VALLEY DAM (TBD)

Moved by Mr. Erickson and supported by Mr. McCormick, to allow Mr. James Tiffany to apply to EGLE for a permit to remediate the issue at Crystal Valley Dam.

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

Motion carried.

MOTION #2024- 119 – PAYMENT OF CLAIMS

Moved by Mr. Hardy and supported by Mr. Beggs, to adopt Motion #2024-119, approving the payment of accounts payable and release of funds for October 10, 2024.

AMBULANCE	\$2,315.28
GIS	-0-
FOC	-0-
PENTWATER-HART TRAIL	-0-
SHELBY TWP COMM PARK	-0-
BROWNFIELD	-0-
AUTOMATION R.O.D.	739.19
INDIGENT DEFENSE	14,338.39
LCOT	300.00
K9 UNIT	109.18
CJT	250.00
CDBG	-0-
ARPA	31,942.06
VETERANS AFFAIRS	4,820.38
TECH & INNOVATION	1,332.09
CAPITAL PROG/EQUIP REP	-0-

	UNOFFICIAL
PUBLIC IMPROVEMENT	2,699.32
FORECLOSURE	-0-
BUILDING DEPARTMENT	20,909.10
GENERAL FUND	363,630.68
GRAND TOTAL	\$443,385.67

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

Motion carried.

Commissioner’s Reports

Mr. Beggs reported that he met the new part-time Veteran’s Service officer. He seems to be getting acclimated very well. The Road Commission is nearing the end of the “Road Construction” Season. There has been \$16M in road repairs with 144 miles of improved road surface.

Mr. Hardy reported that he will have a 911 meeting next week and will report after that.

Mr. Erickson thanked the commissioners for the ability to move forward with the Crystal Valley Dam project and also commented on the County Parks.

Ms. Byard stated that the Budget Hearing is scheduled for the next Board Meeting on October 26, and wanted to know when they would like the Budget Workshop scheduled. Also, she wanted to know if the Board would like her to prepare a list of what was approved, put on hold, and what has been requested since the last workshop.

Mr. Walker suggested that Tuesday, October 15, 2024 at 8:00 a.m. for the Budget Workshop.

He also commented that on McKinley Road in Grant Township, there is a new private subdivision put in where two new houses were built with a value of just under \$500,000 each.

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 12:43 p.m.

Amy L. Anderson, Oceana County Clerk

Mr. Walker, Chairperson

Board Approval of Accounts Payable & Release of Funds

Thursday, October 24, 2024

FUND	DEPT #	DEPARTMENT	PR#	PAID	UNPAID	TOTAL
210		AMBULANCE		\$ 54.36	\$ 4,422.10	\$ 4,476.46
		AMBULANCE FUND TOTAL		\$ 54.36	\$ 4,422.10	\$ 4,476.46
211		GIS		\$ -	\$ -	\$ -
		GIS FUND TOTAL		\$ -	\$ -	\$ -
215		FOC		\$ -	\$ 2,194.06	\$ 2,194.06
		FOC PAYROLL	21	\$ -	\$ -	\$ -
		FOC FICA	21	\$ -	\$ -	\$ -
		FOC RETIREMENT	21	\$ -	\$ -	\$ -
		FOC FRINGE	21	\$ -	\$ -	\$ -
		WORKERS COMP	21	\$ -	\$ -	\$ -
		FOC FUND TOTAL		\$ -	\$ 2,194.06	\$ 2,194.06
238		PENTWATER-HART TRAIL		\$ -	\$ -	\$ -
		PENTWATER-HART TRAIL FUND TOTAL		\$ -	\$ -	\$ -
239		SHELBY TWP COMMUNITY PARK		\$ -	\$ -	\$ -
		SHELBY TWP COMMUNITY PARK FUND TOTAL		\$ -	\$ -	\$ -
243		BROWNFIELD REDEVELOPMENT AUTHORITY		\$ 41,485.52	\$ -	\$ 41,485.52
		BROWNFIELD REDEVELOP. AUTHORITY TOTAL		\$ 41,485.52	\$ -	\$ 41,485.52
256		AUTOMATION R.O.D.		\$ -	\$ 1,026.88	\$ 1,026.88
		AUTOMATION R.O.D. FUND TOTAL		\$ -	\$ 1,026.88	\$ 1,026.88
260		INDIGENT DEFENSE		\$ -	\$ 41,071.65	\$ 41,071.65
		INDIGENT DEFENSE PAYROLL		\$ 2,591.72	\$ -	\$ 2,591.72
		INDIGENT DEFENSE FICA	21	\$ 198.27	\$ -	\$ 198.27
		INDIGENT DEFENSE RETIREMENT	21	\$ -	\$ -	\$ -
		INDIGENT DEFENSE FRINGE	21	\$ 1,103.62	\$ -	\$ 1,103.62
		WORKERS COMP	21	\$ -	\$ -	\$ -
		INDIGENT DEFENSE FUND TOTAL		\$ 3,893.61	\$ 41,071.65	\$ 44,965.26
264		LCOT		\$ 92.00	\$ 300.00	\$ 392.00
		LCOT PAYROLL	21	\$ -	\$ -	\$ -
		LCOT FICA	21	\$ -	\$ -	\$ -
		LCOT RETIREMENT	21	\$ -	\$ -	\$ -
		WORKERS COMP	21	\$ -	\$ -	\$ -
		RETIREMENT	21	\$ -	\$ -	\$ -
		LOCT FUND TOTAL		\$ -	\$ 300.00	\$ 300.00
267		K9 UNIT		\$ -	\$ 1,251.79	\$ 1,251.79
		K9 UNIT FUND		\$ -	\$ 1,251.79	\$ 1,251.79
272		CRIMINAL JUSTICE TRAINING		\$ -	\$ 1,397.69	\$ 1,397.69
		CRIMINAL JUSTICE TRAINING FUND TOTAL		\$ -	\$ 1,397.69	\$ 1,397.69
277		CDBG		\$ -	\$ -	\$ -
		CDBG FUND TOTAL		\$ -	\$ -	\$ -
286		ARPA		\$ -	\$ -	\$ -
		APRA FUND TOTAL		\$ -	\$ -	\$ -
293		DEPT OF VET AFFAIRS		\$ 575.93	\$ 689.12	\$ 1,265.05
		DEPT OF VET AFFAIRS PAYROLL	21	\$ 4,365.78	\$ -	\$ 4,365.78
		DEPT OF VET AFFAIRS FICA	21	\$ 330.27	\$ -	\$ 330.27
		DEPT OF VET AFFAIRS RETIREMENT	21	\$ -	\$ -	\$ -

	DEPT OF VET AFFAIRS FRINGE	21	\$	1,103.57	\$	-	\$	1,103.57
	WORKERS COMP	21	\$	-	\$	-	\$	-
	DEPT OF VET AFFAIRS FUND TOTAL		\$	6,375.55	\$	689.12	\$	7,064.67
298	TECHNOLOGY & INNOVATION		\$	3,633.53	\$	1,074.27	\$	4,707.80
	TECHNOLOGY & INNOVATION FUND TOTAL		\$	3,633.53	\$	1,074.27	\$	4,707.80
405	CAPITAL PROJ-EQUIP REPLACE		\$	-	\$	-	\$	-
	CAPITAL PROJ-EQUIP REPLACE FUND TOTAL		\$	-	\$	-	\$	-
445	PUBLIC IMPROVEMENT		\$	-	\$	-	\$	-
	PUBLIC IMPROVEMENT FUND TOTAL		\$	-	\$	-	\$	-
549	BUILDING DEPARTMENT		\$	165.48	\$	-	\$	165.48
	BUILDING DEPARTMENT PAYROLL	21	\$	2,539.39	\$	-	\$	2,539.39
	BUILDING DEPARTMENT FICA	21	\$	189.66	\$	-	\$	189.66
	BUILDING DEPARTMENT RETIREMENT	21	\$	-	\$	-	\$	-
	BUILDING DEPARTMENT FRINGE	21	\$	1,103.58	\$	-	\$	1,103.58
	WORKERS COMP	21	\$	-	\$	-	\$	-
	BUILDING DEPARTMENT FUND TOTAL		\$	3,998.11	\$	-	\$	3,998.11
101	GENERAL FUND	PR#	PAID		UNPAID		TOTAL	
	101	BOARD OF COMMISSIONERS	\$	234.17	\$	576.80	\$	810.97
	172	ADMINISTRATOR/FISCAL OFFICER	\$	41.41	\$	181.08	\$	222.49
	208	INSURANCE	\$	100.00	\$	45,272.65	\$	45,372.65
	209	UNEMPLOYMENT COMPENSATION	\$	-	\$	-	\$	-
	215	COUNTY CLERK	\$	-	\$	200.00	\$	200.00
	216	JURY BOARD	\$	-	\$	-	\$	-
	217	APPORTIONMENT	\$	-	\$	-	\$	-
	223	COUNTY AUDITING	\$	-	\$	-	\$	-
	228	DATA PROCESSING	\$	-	\$	136.64	\$	136.64
	229	TECHNOLOGY	\$	-	\$	-	\$	-
	244	TAX ALLOCATION	\$	-	\$	-	\$	-
	245	REMONUMENTATION	\$	-	\$	-	\$	-
	248	GENERAL SERVICES	\$	31.72	\$	473.48	\$	505.20
	249	PLAT BOARD	\$	-	\$	-	\$	-
	250	MICROFILM	\$	-	\$	237.05	\$	237.05
	253	COUNTY TREASURER	\$	32.00	\$	105.52	\$	137.52
	257	EQUALIZATION	\$	40.01	\$	18,314.79	\$	18,354.80
	262	ELECTIONS	\$	-	\$	682.43	\$	682.43
	265	COURTHOUSE/GROUNDS	\$	2,245.46	\$	-	\$	2,245.46
	283	CIRCUIT COURT	\$	1,712.38	\$	14,974.03	\$	16,686.41
	286	DISTRICT COURT	\$	878.09	\$	4,805.56	\$	5,683.65
	289	FRIEND OF THE COURT	\$	412.62	\$	4,725.24	\$	5,137.86
	294	PROBATE COURT	\$	-	\$	2,548.99	\$	2,548.99
	295	PROBATION/PAROLE	\$	-	\$	35.89	\$	35.89
	296	PROSECUTING ATTORNEY	\$	-	\$	2,088.20	\$	2,088.20
	298	FAMILY COUNSELING	\$	-	\$	-	\$	-
	301	SHERIFF	\$	22,756.47	\$	4,333.20	\$	27,089.67
	331	MARINE LAW	\$	-	\$	-	\$	-
	332	SNOWMOBILE ENFORCEMENT	\$	-	\$	-	\$	-
	333	ROAD PATROL	\$	-	\$	-	\$	-
	351	JAIL	\$	4,903.41	\$	3,794.62	\$	8,698.03

426	EMERGENCY MANAGEMENT		\$	-	\$	-	\$	-
430	ANIMAL CONTROL		\$	593.52	\$	1,215.42	\$	1,808.94
442	DRAIN COMMISSIONER		\$	107.09	\$	58.00	\$	165.09
445	DRAINS - PUBLIC BENEFIT		\$	-	\$	-	\$	-
528	TRANSFER STATION/RECYCLING CENTER		\$	2,805.14	\$	2,989.96	\$	5,795.10
568	SOIL CONSERVATION		\$	-	\$	-	\$	-
595	AIRPORT		\$	245.32	\$	8,631.51	\$	8,876.83
601	HEALTH DEPARTMENT		\$	42,884.69	\$	-	\$	42,884.69
605	CONTAGIOUS DISEASES		\$	-	\$	-	\$	-
648	MEDICAL EXAMINER		\$	-	\$	8,517.94	\$	8,517.94
649	COMMUNITY MENTAL HEALTH		\$	10,647.92	\$	-	\$	10,647.92
701	PLANNING COMMISSION		\$	-	\$	-	\$	-
710	MSU EXTENSION		\$	-	\$	-	\$	-
711	REGISTER OF DEEDS		\$	-	\$	57.70	\$	57.70
728	EDC		\$	-	\$	-	\$	-
	GENERAL PAYROLL	21	\$	222,363.64	\$	-	\$	222,363.64
	GENERAL FICA	21	\$	16,627.40	\$	-	\$	16,627.40
	GENERAL RETIREMENT	21	\$	-	\$	-	\$	-
	GENERAL FRINGE	21	\$	83,320.53	\$	-	\$	83,320.53
	WORKERS COMP	21	\$	-	\$	-	\$	-
GENERAL FUND TOTAL			\$	412,982.99	\$	124,956.70	\$	537,939.69
GRAND TOTAL			\$	472,423.67	\$	178,384.26	\$	650,807.93
GENERAL FUND WITHOUT PAYROLL			\$	90,671.42				