

**Board Conference Room  
October 24, 2024  
Board of Commissioners Minutes**

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

Chairperson Walker opened the Public Hearing for the FY 2025 Budget and tax levies at 11:30 a.m.

Public Comments on proposed budget?

Chairman Walker reported that the Finance Committee, acting as a Committee of the Whole, has prepared for the Board’s consideration, the proposed 2025 Budget of the General Fund Revenues and Expenditures in the total amount of \$14,267,887.

Additionally, the Finance Committee prepared for the Board’s consideration, the proposed Position Allocation List and Salary Scale with the following notes:

- Work week hours increased for: Administrator’s Office, Treasurer’s Office, District Court Magistrate, Prosecuting Attorney’s Office, and Friend of the Court Title IV-D Worker
- Additional Sergeant in Sheriff’s Department
- Non-Union Wage Increase of 3%
- Elected Officials Wage Increase of 4%

Chairperson Walker reported that the property tax millage rates to be levied are a subject of the public hearing as follows:

Source	Purpose	July 1, 2024 Millage Levy	December 1, 2024 Millage Levy
Allocated	County Operating	5.6084	0
Voted	Mason/Oceana 911	0	.1362
Voted	Veterans Affairs	0	.1000
Voted	Council on Aging Operating	0	1.0000
Voted	Ambulance	0	.9780
Voted	Oceana County Medical Care Facility	0	2.0000
TOTAL		5.6084	4.2142

Chairperson Walker asked for public comment on the proposed 2025 Budget and Position Allocation List and Salary Scale.

There being no public comments, Chairperson Walker declared the Public Hearing on the County of Oceana's 2025 General Fund Budget and Salary Schedule closed at 11:31 a.m. and called the regular meeting of the Oceana County Board of Commissioners to order on Thursday, October 24, 2024, at 11:32 a.m.

Roll was called by Clerk Anderson. Present: Mr. Erickson, Mr. McCormick, Mr. Beggs, Mr. Hardy, and Mr. Walker.

Also Present: Mr. Larry Lauenstein, Oceana's Herald-Journal correspondent; Ms. Byard, Oceana County Administrator and Ms. Anderson, Oceana County Clerk.

Moved by Mr. Hardy and seconded by Mr. Beggs to approve the minutes from the October 10, 2024 Regular Board Meeting as presented.

Voice vote. Motion carried.

Chairperson Walker asked if any commissioners wished to declare any conflicts of interest on the agenda items. No conflicts were declared.

Chairperson Walker asked if there were any additions to the agenda. He noted that Motion #2024-130 Health Insurance proposal and #2024-131 Committee assignments for Mr. McCormick will be added after #2024-127 Increase of Per Diems for all Board members.

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

Voice vote. Motion carried.

**Public Comment**

There were no public comments at this time.

**Agenda Items**

Chairperson Walker presented Ms. Melanie Coon, Oceana County Chief Deputy Clerk with and award for twenty years of service. He thanked Ms. Coon for her dedicated service and noted that he is looking forward to working with her more closely next year.

**MOTION #2024-128 – ADOPTION OF FISCAL YEAR 2025 BUDGE AND TAX LEVIES**

Moved by Mr. Hardy and supported by Mr. Erickson, to adopt the proposed Resolution #24-15 adopting the Fiscal Year 2025 Budge and property tax millage rates to be levied.

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

Motion carried.

**MOTION #2024-114 – APPROVAL OF SHELBY TOWNSHIP ENCLOSED FACILITY APPROPRIATION REQUEST**

Moved by Mr. Beggs and supported by Mr. Erickson, 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.

Roll call vote: Mr. Beggs – yes; Mr. Erickson – yes; Mr. Hardy - yes; Mr. McCormick – yes; and Mr. Walker – no.

Motion carried.

Chairman Walker stated that he was in favor of this project, but felt that money has already been given to this project and there are many other needs in the county.

**MOTION #2024-121 – APPROVAL OF IT SUPPLIES FOR BUILDING DEPARTMENT MOVE**

Moved by Mr. McCormick and supported by Mr. Hardy, to approve the purchase of IT items needed for the Building Inspection Department move in the amount not to exceed \$10,000 with funds to be paid from the Building Improvement Fund.

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

Motion carried.

**MOTION #2024-122 – APPROVAL OF CHILLER PURCHASE**

Moved by Mr. Erickson and supported by Mr. Beggs, 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.

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

Motion carried.

Mr. McCormick questioned who reviewed the bids to ensure that the required elements were included in the bids. Mr. Walker explained that the previous Maintenance Supervisor, Mr. Brian Schlaack, was very involved in this project and was satisfied with contents of the bids.

**MOTION #2024-123 – APPROVAL OF EMERGENCY MANAGEMENT PERFORMANCE GRANT**

Moved by Mr. Beggs and supported by Mr. Hardy, 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.

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

Voice vote. Motion carried.

**MOTION #2024-124 – APPROVAL OF MSU EXTENSION MEMORANDUM OF AGREEMENT**

Moved by Mr. Erickson and supported by Mr. Hardy to approve the memorandum of agreement between MSU Extension and Oceana County for FY 2025 and allow the Chair to sign.

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

Motion carried.

**MOTION #2024-125 – APPROVAL OF MSU EXTENSION FOR CLERICAL SUPPORT**

Moved by Mr. McCormick and supported by Mr. Beggs to approve the agreement with MSU Extension and Oceana County for FY 2025 for the purpose of clerical support for economic development and allow the Chair to sign.

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

Motion carried.

**MOTION #2024-126 – ADOPTION OF 2024 APPORTIONMENT REPORT AND FORM L-4022**

Moved by Mr. Hardy and supported by Mr. McCormick to adopt the 2024 Apportionment Report of Oceana County millage rates as calculated and compiled by the Oceana County Equalization Director

and authorize the Oceana County Equalization Director to complete and sign the Michigan Department of Treasury Form L-4022 to be submitted to the Michigan Department of Treasury in a timely fashion.

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

Motion carried.

**MOTION #2024-130 – APPROVAL OF HEALTH INSURANCE PLAN**

Moved by Mr. McCormick and supported by Mr. Beggs to renew the current self-funded Blue Care Network Medical Plans as listed below:

- \$250 Deductible
- \$500 Deductible
- \$1000 Deductible
- \$3200 Deductible HSA

with the carve out prescription coverage to be managed by Medtipsters to provide cost savings to the county and employees with all to be managed by Lyric Employer Benefit Management and provide a letter of agent change to Brown and Brown to abide by the 30-day clause in the current contract.

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

Motion carried.

**MOTION #2024-131 – COMMITTEE APPOINTMENTS FOR MR. McCORMICK**

Moved by Mr. Erickson and supported by Mr. Hardy to appoint Commissioner Joel McCormick to the committee appointments left from Phil Morse’s resignation to expire on December 31, 2024.

Voice vote. Motion carried.

**MOTION #2024-127 – APPROVAL OF PER DIEM INCREASE AND COMMISSIONER WAGES**

Moved by Mr. Beggs and supported by Mr. Hardy to increase per diem rates from \$30 per meeting to \$50 per meeting as per the county’s allowable per diem schedule and increased County Commissioner wages by 2% for years 2026 and 2028 of their term effective January 1, 2025.

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

Motion carried.

**MOTION #2024-129 – PAYMENT OF CLAIMS**

Moved by Mr. Hardy and supported by Mr. Beggs, to adopt Motion #2024-129, approving the payment of accounts payable and release of funds for October 24, 2024.

<b>AMBULANCE</b>	<b>\$4,476.46</b>
<b>GIS</b>	<b>-0-</b>
<b>FOC</b>	<b>2,194.06</b>
<b>PENTWATER-HART TRAIL</b>	<b>-0-</b>
<b>SHELBY TWP COMM PARK</b>	<b>-0-</b>
<b>BROWNFIELD</b>	<b>41,485.52</b>

	<b>UNOFFICIAL</b>
<b>AUTOMATION R.O.D.</b>	<b>1,026.88</b>
<b>INDIGENT DEFENSE</b>	<b>44,965.26</b>
<b>LCOT</b>	<b>300.00</b>
<b>K9 UNIT</b>	<b>1,251.79</b>
<b>CJT</b>	<b>1,397.69</b>
<b>CDBG</b>	<b>-0-</b>
<b>ARPA</b>	<b>-0-</b>
<b>VETERANS AFFAIRS</b>	<b>7,064.67</b>
<b>TECH &amp; INNOVATION</b>	<b>4,707.80</b>
<b>CAPITAL PROG/EQUIP REP</b>	<b>-0-</b>
<b>PUBLIC IMPROVEMENT</b>	<b>-0-</b>
<b>FORECLOSURE</b>	<b>-0-</b>
<b>BUILDING DEPARTMENT</b>	<b>3,998.11</b>
<b>GENERAL FUND</b>	<b>537,939.69</b>
<b>GRAND TOTAL</b>	<b>\$650,807.93</b>

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

Motion carried.

Chairman Walker reminded the Board that in November, there will be only one meeting due to the Thanksgiving holiday. He also noted that there will be a closed session meeting regarding contract negotiations for the Sheriff’s union. He also noted that the Sheriff and Undersheriff will be included in the closed session.

**Commissioner’s Reports**

Mr. Erickson attended a Walkerville Thrives meeting in Walkerville where PFAS was discussed. He also thanked Mr. Kelly for his participation in the events held at the Research Center.

Mr. Beggs stated that the Veterans’ Affairs Department will be sponsoring a 5K in Shelby and a parade in Hart to celebrate Veterans. Both events will be on Saturday, November 9, 2024.

Clerk Anderson reminded that Early Voting begins this Saturday, October 26, in the Circuit Court Jury Room and continues until Sunday, November 3, 2024. The poll will be open from 8:00 a.m. – 4:00 p.m. each day.

**Public Comment**

Mr. James Kelly, MSUE District Director expressed his sincere appreciation to the Board for their continued support.

Chairperson Walker asked if there was any further business to come before the Board. There being none, the meeting adjourned at 12:05 p.m.

\_\_\_\_\_  
Amy L. Anderson, Oceana County Clerk

\_\_\_\_\_  
Date

\_\_\_\_\_  
Mr. Walker, Chairperson

**Finance and Administration Committee**

The Finance and Administration Committee Meeting was called to order by Chairperson Hardy on Thursday, October 24, 2024, at 10:09 a.m., in the Board Conference Room.

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

Also Present: Mr. Troy Maloney, Oceana County Emergency Manager; Mr. James Kelly, MSUE District Director; Mr. Ed VanderVries, Oceana County Equalization Director; Mr. Craig Mast, Oceana County Sheriff; Ms. Byard, Oceana County Administrator; Mr. Larry Lauenstein, Oceana’s Herald-Journal correspondent and Ms. Anderson, Oceana County Clerk.

Moved by Mr. Beggs and supported by Mr. Erickson to approve the minutes of the October 10, 2024 Finance and Administration Committee meeting as presented.

Voice vote. Motion carried.

Chairperson Hardy asked if there were any additions to the agenda. Ms. Byard requested that Motion #2024-130 Health Insurance and #2024-131 Committee appointments for Mr. McCormick

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

Voice vote. Motion carried.

**Public Comment**

There were no public comments at this time.

**Agenda Items**

Mr. Troy Maloney, Oceana County Emergency Manager, was present to discuss the Emergency Management Performance Grant. He reported that this grant helps to subsidize the Emergency Managers salary and the total was \$8816. He pointed out that this is always in arrears. Mr. Walker stated that there seems to be a decline in grants available. Mr. Maloney replied that the number of grants available has been dwindling over that past few years.

Mr. James Kelly, MSUE District Director, was present to discuss a Memorandum of Agreement for MSUE services and a Memorandum of Agreement for administrative services for Economic Development.

Mr. Ed VanderVries, Oceana County Equalization Director, requested consideration to approve and adopt the 2024 Apportionment Report of millage rates and form L4402.

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

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

**REVIEW OF CLAIMS FOR PAYMENT (>= \$1,000 and Other Noteworthy Expenditures)**

<b>Fund #</b>	<b>Dept. #</b>	<b>Dept. Name</b>	<b>Amount</b>	<b>Purpose</b>
<b>Special Revenue Funds</b>				
210 - Ambulance			\$ 4,422.10	to Michigan Municipal Risk Management for quarterly liability insurance

215 - Friend 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
<b>General Fund</b>		
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 reimbursement
	\$ 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 - Prosecuting 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 Service for inmate board and janitorial supplies
	\$ 1,810.29	to Gordon Food Service 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 Medical Examiner Group for 3rd quarter 2024 fees
649 - Mental Health	\$ 10,647.92	to West Michigan CMH for October 2024 local match

**Administrator’s Report**

Ms. Byard stated that she has been working on final figures for the budget. She also noted that she has been working on contracts with the State of Michigan regarding the Airport Landing. She also announced that next Thursday, there will be a Halloween Party in the building where each office will be displaying tables with treats available.

Ms. Byard explained that she has been in contact with a health insurance benefits specialist to try and finalize the health plans for Oceana County employees. She reported that the plans that will be offered will be a savings to the County as well as to the employees. She stated that the plan will offer the same coverage, but will have a “carve out” of prescriptions. She pointed out that this will be administered by Medtptsters.

**Department Head Reports**

Sheriff Mast reported that they have been working on the installation of a body scanner in the jail.

**Public Comment**

There were no public comments at this time.

Chairperson Hardy asked if there was any further business to come before the Board. There being none, the meeting adjourned at 10:35 a.m.

Respectfully submitted,

Amy L. Anderson  
Oceana County Clerk

**Properties, Environment, and Economic Development Committee**

The Properties, Environment, and Economic Development Committee Meeting was called to order by Chairperson Erickson, on Thursday, October 24, 2024 at 10:01 a.m. in the Board Conference Room.

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

Also Present: Mr. Craig Mast, Oceana County Sheriff; Mr. Larry Lauenstein, Oceana's Herald-Journal correspondent; Ms. Byard, Oceana County Administrator, and Ms. Anderson, Oceana County Clerk.

Moved by Mr. Beggs and seconded by Mr. Hardy to approve the minutes of the September 24, 2024 Properties, Environment, and Economic Development Committee as presented.

Voice vote. Motion carried.

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

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

Voice vote. Motion carried.

**Public Comment**

There were no public comments at this time.

**Agenda Items**

Ms. Byard began discussion regarding I.T. supplies for the Building Department move to the District #10 Health Department Building. The estimated cost is approximately \$9,874.00.

Ms. Byard brought forth discussion regarding the Chiller replacement at the County Building. Mr. Walker suggested that would be wise to order and begin installation upon receipt, as it will then be ready to use when needed.

**Public Comment**

There were no public comments at this time.

Sheriff Mast took the opportunity to thank the Board for allowing the concrete project at the Sheriff's Department at short notice. He reported that currently there are 49 inmates in the jail. He also reported that Road Patrol has been busy with car/deer accidents.

Chairperson Erickson asked if there was any further business to come before the Board. There being none, the meeting adjourned at 10:08 a.m.

Respectfully submitted,

Amy L. Anderson  
Oceana County Clerk