

**Board Conference Room
June 13, 2024
Board of Commissioners Minutes**

The regular meeting of the Oceana County Board of Commissioners was called to order by Chairperson Walker, on Thursday, June 13, 2024, at 11:32 p.m.

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

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

Also Present: Ms. Byard, Oceana County Administrator; Judge Middlebrook, 79th District Court; and Ms. Anderson, Oceana County Clerk.

Moved by Mr. Hardy and seconded by Mr. Beggs to approve the minutes from the May 23, 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. No additions were mentioned.

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

Voice vote. Motion carried.

Public Comment

There were no public comments at this time.

Presentation of Service Awards

Chairperson Walker acknowledged Ms. Rebecca Cole and Mr. Jeremy Swihart for achieving 20 years of Service to the County. He congratulated and thanked both Ms. Cole and Mr. Swihart and presented a certificate of appreciation to them.

Agenda Items

MOTION #2024-59 – PREVENTATIVE MAINTENANCE CONTRACT

Moved by Mr. Erickson and supported by Mr. Hardy, to enter into a three-year preventative maintenance contract, with Anderson Mechanical, LLC, to maintain the air conditioning, heating ventilation, and refrigeration for all county buildings in the amount of \$6,492 per year with the total of \$19,476 for three years.

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

Motion carried.

MOTION #2024-64 - DOG AT LARGE VIOLATIONS **NO ACTION TAKEN******

Moved by Mr. Beggs and supported by _____,

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

Mr. Walker – ___.

Motion _____.

MOTION #2024– 65- SHERIFF DEPARTMENT REQUEST FOR NIGHT SHIFT SERGEANT

Moved by Mr. Hardy and supported by Mr. Erickson, to allow the promotion of a deputy to a sergeant position with funds not to exceed \$3,460.15.

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

Motion carried.

Mr. Walker stated that this will be a temporary promotion and will be reviewed after the Sergeant returns from the Marine Division.

MOTION #2024–66 – DRAIN COMMISSION COLLECTION OF CASH DEPOSIT

Moved by Mr. Erickson and supported by Mr. Beggs, to adopt Resolution #24-12 allowing the Drain Commissioner to collect a cash deposit with any application that is submitted for the lay out for designation of a drainage district.

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

Motion carried.

Mr. Morse stated that he appreciated Ms. Martins explanation regarding this process.

MOTION #2024–67 – MATERIALS MANAGEMENT CONTRACT

Moved by Mr. Morse and supported by Mr. Beggs, to enter into a multicounty materials management plan agreement with West Michigan Shoreline Regional Development Commission and allow the Chair to sign.

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

Motion carried.

MOTION #2024–68 – BUDGET ADJUSTMENT

Moved by Mr. Beggs and supported by Mr. Hardy, to adopt budget adjustment 05-2024 to correct overages within the county general fund totaling \$390,488.

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

Motion carried.

MOTION #2024–69 – COUNTY CLERK PER DIEM FOR BOARD OF CANVASSER MEETING

****NO ACTION****

Moved by Mr. Erickson and supported by _____, to

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

Motion _____.

MOTION #2024-70 – PAYMENT OF CLAIMS

Moved by Mr. Hardy and supported by Mr. Erickson, to adopt Motion #2024-70, approving the payment of accounts payable and release of funds for June 13, 2024.

AMBULANCE	\$1,772.99
GIS	-0-
FOC	2,194.06
PENTWATER-HART TRAIL	5,009.08
SHELBY TWP COMM PARK	-0-
BROWNFIELD	-0-
AUTOMATION R.O.D.	5,049.56
INDIGENT DEFENSE	21,542.89
LCOT	-0-
K9 UNIT	195.42
CJT	-0-
CDBG	-0-
ARPA	-0-
VETERANS AFFAIRS	4,671.37
TECH & INNOVATION	4,651.52
CAPITAL PROG/EQUIP REP	-0-
PUBLIC IMPROVEMENT	-0-
FORECLOSURE	-0-
BUILDING DEPARTMENT	28,923.70
GENERAL FUND	428,117.08
GRAND TOTAL	\$502,127.67

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

Motion carried.

Mr. Walker noted there have been payments regarding the improvement of the Pentwater – Hart Trail and requested a report on the progress of this project. Ms. Byard responded that she will make the request and place it on a future agenda.

Commissioner’s Reports

Mr. Beggs reported that the Veterans’ Affairs Board is planning on some events planned for later this year. He also reported the Marshville Dam bridge is installed and the road will be paved soon. The project seems to be on schedule. He also noted the Road Commission had their annual Open House last week and it was well attended.

Mr. Hardy reported there has been much activity in the City of Hart running fiber optics. He also mentioned in Pentwater, there will be a Water Safety on Saturday from 11:00 a.m – 2 p.m. They will be giving away approximately 200 life preservers. You must be with the child so that they can be fitted for it.

Mr. Morse stated certain entities (i.e.: Shelby Township Park and the housing development) in the County of Oceana received some of the grant funds. He also noted he was at Marshville Dam and there were some concerns the bridge would not be strong enough, however, it was demonstrated that it will be strong enough.

Mr. Erickson reported he met with the Supervisor of Crystal Township and Jim Tiffany, the engineer who is working on the Crystal Valley Dam. They probed down approximately 12 feet to determine if there were any voids in effort to find a solution to stabilize the dam. He also noted there is a new camp host at Black Lake Park. He mentioned this Saturday, there will be a new dedication of the red barn in Mears. Also, MTA will be in Golden Township touring the area.

Mr. Walker reported the former Mason County Commissioner, Mr. Gary Castonia passed away last week. Mr. Castonia served as a county commissioner as well as a Ludington City Council member.

He suggested Ms. Byard place a notice in Oceana's Herald-Journal as well as The Oceana Echo stating that the County Building will be closed on July 5, 2024. He also suggested this be posted on the county website as well as at the entrance of the building as soon as possible.

Mr. Walker stated he has been working on a design-build document for the scale at the Transfer Station to be sent to some local contractors and posted on various contractors websites in the Grand Rapids area. He suggested it should include the County shall purchase the scale rather than the selected contractor as the County is exempt from paying taxes which would be a savings for the County.

Lastly, he wanted to express his thanks to the Sheriff Department for working at the M-20/Oceana Drive intersection while it was being paved. He stated there were some accidents and the presence of the officers did make a difference. He stated he hoped the paving project is complete before the Electric Forest Festival traffic arrives.

Mr. Erickson suggested he has received some calls from business owners regarding the courthouse employees parking along Lincoln Street and Washington Street. He asked Ms. Byard send a reminder to the courthouse employees be mindful of where they are parking and mention that there is parking available behind the Post Office.

Public Comment

Judge Middlebrook, 79th District Court, provided an update on the application for a Sobriety Court. The grant application has been submitted, however, he has expanded it from just an OWI Court to a highbred court that will address not only alcohol offenses, but alcohol addiction causing other crimes and drugs. This should be up and running by September 2025. The grant funding should pay for the positions, except for the expansion of the magistrate's hours that he will be requesting due to the increase of duties of the magistrate. He will also be requesting a full-time court recorder position. This position will assist in having appropriate coverage for the office. This full-time position would benefit the office at this time, by the opportunity to train this person on the daily duties prior to the installation of the Sobriety Court.

Mr. Walker reminded there will be a tour of three of the County facilities beginning at 12:30 p.m.

Chairperson Walker asked if there was any further business to come before the Board. There being none, the meeting adjourned at 12:07 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, June 13, 2024, at 10:49 a.m., in the Board Conference Room.

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

Also Present: Ms. Byard, Oceana County Administrator; Mr. Craig Mast, Oceana County Sheriff; Ms. Michelle Martin, Oceana County Drain Commissioner; and Ms. Anderson, Oceana County Clerk.

Moved by Mr. Beggs and supported by Mr. Walker to approve the minutes of the May 23, 2024 Finance and Administration Committee meeting as amended.

Voice vote. Motion carried.

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

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

Voice vote. Motion carried.

Public Comment

There were no public comments at this time.

Agenda Items

Administrator Byard provided the Preventative Maintenance information which was requested to be clarified at the previous board meeting. She reported the estimates were as follows: Anderson Mechanical, LLC offered a three-year contract at \$6,492 per year and Boardwell Mechanical Services, Inc. offered a three-year contract at \$6,600 per year. Discussion continued and the consensus was that both companies offered very similar contracts, however, Mr. Walker stated he was in favor of retaining a company from within Oceana County rather than a company that is outside of the county.

Administrator Byard began discussion regarding cash deposits on designated drain districts. Drain Commissioner Michelle Martin arrived to clarify questions the Board had for her. She explained the petitioner may be required to make a deposit in order to cover the costs to initiate the process which would protect the landowners within the district if the project is deemed unnecessary.

Administrator Byard presented Materials Management contract with West Michigan Shoreline Regional Development Commission (WMSRDC). She reported the five counties involved have developed an agreement and will be presented to the various counties involved to approve. She also reported there are certain requirements that EGLE has indicated are necessary. She stated if the County does not have a plan in place, EGLE will provide a plan, possibly at a price.

Administrator Byard presented Budget Adjustment for Overages.

Administrator Byard brought forth the County Clerk Request for Per Diem for Board of Canvassers. Discussion continued and it was suggested by Mr. Beggs the information that Ms. Anderson provided to the Board members be sent to the county attorney to review and provide feedback.

Ms. Byard also 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	\$ 3,410.00	to Republic Services for trash removal
215 - Friend of the Court	\$ 2,194.06	to Image Soft for monthly software expenditures
238 - Pentwater Hart Trail	\$ 5,009.08	to Fleis & Vandenbrink for professional services
256 - Automation	\$ 5,049.56	to GovOS, Inc. for monthly software expenditures
260 - Indigent Defense	\$ 1,344.00	to Annette Howe for court appointed attorney fees.
	\$ 10,087.00	to Good Law for court appointed attorney fees.
	\$ 5,833.33	to Indigent Defense Consultants for court appointed attorney fees
298 - Technology & Innovation	\$ 1,220.53	to Wells Fargo Financial for equipment leases
	\$ 2,010.00	to MicroTel for maintenance and support fees
549 - Building Department	\$ 3,730.05	to Randolph D Miller, LLC for permits, residential plan reviews, and commercial plan reviews
	\$ 10,546.35	to Randolph D Miller, LLC for permits, residential plan reviews, and commercial plan reviews
	\$ 1,414.90	to RVN Inspections, LLC for permits, residential plan reviews, and commercial plan reviews
	\$ 2,007.39	to RVN Inspections, LLC for permits, residential plan reviews, and commercial plan reviews

	\$ 1,250.00	to Shoreline Inspection Service LLC for permits, residential plan reviews, and commercial plan reviews.
	\$ 1,565.33	to Sonnie Smith for permits, residential plan reviews, and commercial plan reviews
	\$ 1,494.62	to Sonnie Smith for permits, residential plan reviews, and commercial plan reviews
	\$ 1,500.00	to Thomas Story for permits, residential plan reviews, and commercial plan reviews
General Fund		
248 - General Services	\$ 18,704.01	to Lakeshore Regional Entity for P.A. 106 Convention Facility
265 - Courthouse and Grounds	\$ 1,939.98	to City of Hart for utilities
	\$ 1,541.94	to Republic Services for trash removal
301 - Sheriff	\$ 4,415.88	to Elan Financial services for employee training and travel
	\$ 1,201.24	to AT&T mobility
	\$ 9,377.46	to Wex Bank for fuel purchases
	\$ 1,290.00	to DeWolf & Associates for employee training
	\$ 3,045.20	to Kiesler's Police Supply, Inc. for supplies
	\$ 1,166.09	to Klotz Auto Parts, Inc. for vehicle repairs
	\$ 2,542.20	to Mason County Sheriff Office for employee training reimbursement

	\$ 1,035.08	to Nye Uniform for uniform purchases
	\$ 1,003.94	to Undersea Systems International for DIVE team supplies
351 - Jail	\$ 15,536.15	to Advanced Correctional Healthcare for inmate medical
	\$ 1,479.47	to Gordon Food Service for inmate board and janitorial supplies
	\$ 1,657.52	to Gordon Food Service for inmate board and janitorial supplies
	\$ 1,450.17	to Gordon Food Service for inmate board and janitorial supplies
	\$ 3,285.80	to City of Hart for utilities
	\$ 1,278.40	to Charm Tex Inc. for medical supplies
	\$ 3,433.23	to Engineered Protection Systems, Inc. for contract renewal and equipment
528 - Transfer Station	\$ 15,537.30	to American Classic Dumpster Services
595 - Airport	\$ 2,493.06	to MacQueen for equipment repairs and maintenance
601 - Health Department	\$ 1,248.99	to Campbell's Plumbing & Mechanical for yearly inspections
~ Total	\$ 154,329.31	

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

The Michigan Association of Counties Administrative Officers Conference was held May 22nd – 24th. There was a great turnout with several presentations.

Applied Improvisation with Mary Jane Pories of Fishladder, Inc. – Ms. Pories talked about improving performance through improvisation and creating the right culture. Be honest, allow for mistakes,

make each other look great and accept reality. Build to the greatest potential and act at the highest level. She worked through some examples with members of the audience showing that when engaging in the workforce to obtain a goal, we should find our focus, be in the moment, allow for give and take and commit.

AI in County Government – The AI Team from Miller Canfield presented on AI. They pointed out the uses of Chat GPT. They noted that there are dangers with the use of AI as the systems usually like to agree with you and the systems are rarely up to date. If using one of these systems, they suggest double checking the work that is provided and they suggest if you are allowing the use of AI in the workplace that you have a policy in place.

Opioid Funding Plans in Michigan Counties – Amy Dolinky, Technical Adviser for the Michigan Association of Counties. Amy touched on a dashboard that will be complete within the next few weeks to provide information regarding the use of these funds in other counties. She stated that many are reviewing the capacity to help agencies to get the services delivered. There is a toolkit on the MAC website to help with understanding the data. There are also templates and tools as well as a resource library. Amy shared information from a survey stating that 92% showed no community involvement in the process and 25% were involved with utilizing the services of MSUE. There are 20% still in the early planning stages of a needs assessment. Roughly 47% have plans for assessing the dollars. Mecosta County has entered into an agreement with the District 10 Health Department to put the funds to use. I spoke with Kevin Hughes and asked him for information showing what they will be utilizing those funds for. This may be an avenue to look at. I will also be reviewing the resources on the MAC website to get a better understanding of the use of funds.

Legislative Update from MAC – Steve Currie, Executive Director for the Michigan Association of Counties opened saying that they are gathering surveys to see why the attendance is down at the conference. He also noted that the 2025 conference will be someone different as they will not have breakout sessions. It will be plenary sessions only and will include only premier partners. Deena Bosworth then shared some updates relating to the budget. The general fund budget is up but not by much. Items have not been finalized. There has been much discussion pertaining to revenue sharing. MAC proposed a revenue sharing trust fund from a percentage of sales tax. The House and the Senate have also provided versions. A spreadsheet is provided showing the amounts we would receive for the different proposals. She touched briefly on a new pilot program for roads that will start in the Fall. Trial Court Funding HB 5392 has been signed. HB 5534 is for the State Court Administrator Office to begin collecting court data. That did pass and has been sent to the Governor. SB 401-404 was discussed stating that there would be some exposure for counties. Counties have asked MAC to look into PA152 and the annual caps and how they are calculating these caps. There needs to be a mechanism for the calculation and including counties in the process.

Salary Surveys were discussed. Many of us gather wages on our own and there was discussion about putting a study together. MAC attempted to do this a couple of years ago through an online portal and it didn't work out. We will be working to get this moving again.

Our annual dinner was held with awards being distributed for longevity. I received a 25-year pin and was appointed as the Treasurer for MACAO group for 2024-25.

FOLLOW UP

As previously stated, departments have opted for the July 5th day off rather than the employee picnic.

Budget overages have been provided showing the line items that are over including the highlighted revenues. The following is a summary of all departments and the budget used for each.

Department Head Reports

Sheriff Mast reported the inmate work crew has been in Grant Township with the Drain Commissioner working on a suffering drain. A couple of weeks ago, the crew were in Golden Township at the Cul-de-sac as well as at the Golden Township Park working on a flower displays.

Public Comment

There were no public comments at this time.

Chairperson Hardy asked if there was any further business to come before the Board. There being none, the meeting adjourned at 11:23 a.m.

Respectfully submitted,

Amy L. Anderson
Oceana County Clerk

Courts and Public Safety Committee

The Courts and Public Safety Committee Meeting was called to order by Chairperson Beggs, on Thursday, June 13, 2024 at 10:00 a.m. in the Board Conference Room.

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

Also Present: Ms. Byard, Oceana County Administrator; Mr. Mike Garcia, Oceana County Animal Control Officer; Mr. Craig Mast, Oceana County Sheriff, Mr. Joe Bizon; Oceana County Prosecutor; and Ms. Anderson, Oceana County Clerk.

Moved by Mr. Hardy and seconded by Mr. Walker to approve the minutes of the May 9, 2024, Courts and Public Safety Committee Meeting.

Voice vote. Motion carried.

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

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

Voice vote. Motion carried.

Public Comment

There were no public comments at this time.

Agenda Items

Mr. Morse, Animal Control Director, Mr. Mike Garcia, Sheriff Mast, Prosecutor Bizon discussed the Dog at Large Violations. Mr. Morse began the discussion that he had conversations with Mr. Garcia and Prosecutor Bizon and it was suggested the Board of Commissioners approve a county ordinance whereas, Dog at Large violations would not be misdemeanors, but rather civil infractions. Mr. Morse requested the board agree to contact the county attorney to determine if the Board could approve an ordinance such as this. Mr. Garcia stated a misdemeanor on a person's record could impede them from obtaining certain employment, where a civil infraction is viewed differently and would not impede employment. Prosecutor Bizon iterated the same, but expanded the legal viewpoint to include if this type of violation was a civil infraction, there would be less time involved in the court process as there would not be a need for a jury trial, rather, a fine could be assessed. Sheriff Mast stated he was also in favor of this being a civil infraction as well. Prosecutor Bizon informed the board that commissioners have the authority to make decisions regarding health, safety and welfare and believed this would fall under this authority, but a second opinion would be beneficial.

Department Head Report

Sheriff Mast reported there will be a Water Safety Day in Pentwater on Saturday from 11:00 a.m. – 2:00 p.m. He also reported the Road Patrol is very busy and there are 49 or 50 in the jail. He also stated there is a lot going on in preparation for the Electric Forest Festival.

Public Comment

There were no public comments at this time.

Chairperson Beggs asked if there was any further business to come before the Board. There being none, the meeting adjourned at 10:21 a.m.

Respectfully submitted,

Amy L. Anderson
Oceana County Clerk

Personnel and Health & Human Services Committee

The Personnel and Health & Human Services Committee Meeting was called to order by Chairperson Morse on Thursday, June 13, 2024 at 10:22 a.m., in the Board Conference Room.

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

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

Moved by Mr. Beggs and supported by Mr. Hardy to approve the minutes of the May 9, 2024 Personnel and Health & Human Services Committee Meeting as presented.

Voice vote. Motion carried.

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

Moved by Mr. 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

Sheriff Mast made a request to promote a Deputy to a Sergeant. Sgt. Scott Bosley, expressed interest in becoming the Marine Officer, therefore there is a need for a night shift Sergeant. Sheriff Mast indicated the night shift crew is not as experienced as the day shift crew and needs leadership. Mr. Walker suggested a temporary appointment be made while Sgt. Bosley is acting as Marine Officer and then follow up regarding a full-time night shift sergeant at a later date.

Public Comment

There was no public comment at this time.

Chairperson Morse asked if there was any further business to come before the Board. There being none, the meeting adjourned at 10:33 a.m.

Respectfully,

Amy L. Anderson
Oceana County Clerk