

**Board Conference Room  
September 12, 2024  
Board of Commissioners Minutes**

The regular meeting of the Oceana County Board of Commissioners was called to order by Chairperson Walker, on Thursday, September 12, 2024, at 11:31 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. Beggs, Mr. Hardy, and Mr. Walker.

Also Present: 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 August 22, 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. Mr. Hardy noted that no action would be taken on Motion #2024-96 and Ms. Byard reminded that Motion #2024-99 would be addressed during to the budget workshop.

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

Voice vote. Motion carried.

**Public Comment**

There were no public comments at this time.

**Agenda Items**

**MOTION #2024-91 – COURTHOUSE WINDOW FILM**

Moved by Mr. Erickson and supported by Mr. Beggs, to approve the quote with Firehouse Films Window Tinting for film for the south side windows of the county building as requested by the Security Committee in the amount of \$2,699.32 with funds to be paid from the public improvement fund.

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

Motion carried.

**MOTION #2024-92 – COUNTY AIRPORT PARKING SEAL COATING**

Moved by Mr. Hardy and supported by Mr. Beggs, to approve seal coating for the County Airport parking lot in the amount of \$2,963 from West Michigan Seal Coat with funds to be paid from the public improvement fund.

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

Motion carried.

**MOTION #2024-95 – CODERED/IPAWS MEMORANDUM OF UNDERSTANDING AGREEMENTS**

Moved by Mr. Beggs and supported by Mr. Erickson, to approve the Memorandum of Understanding Agreement with Muskegon and Mason Counties to assist with CodeRed and IPAWS Alerts, if necessary and allow the Chair to sign.

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

Motion carried.

**MOTION #2024-96 - ANIMAL CONTROL ORDINANCE –\*\* NO ACTION TAKEN\*\***

Moved by Mr. Erickson and supported by \_\_\_\_\_, to adopt Ordinance 2024-07 Oceana County Animal Control Ordinance, as authorized by the Dog Law of 1919, MCL 287.289a, for animal control programs, facilities, personnel and necessary expenses incurred in animal control.

Roll call vote: Mr. Erickson – \_1\_; Mr. Beggs – \_\_\_; Mr. Hardy – \_\_\_; and Mr. Walker – \_4\_.

Motion carried.

**MOTION #2024-97 - COURTHOUSE SECURITY CONTRACT**

Moved by Mr. Hardy and supported by Mr. Erickson, to approve a three-year contract with H Security & Investigations LLC from January 1, 2025 through December 31, 2027 for the purpose of courthouse security with the contract price for 2025 to be \$89,820 and \$92,520 for 2026 and 2027.

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

Motion carried.

**MOTION #2024-98 - SALES OF SURPLUS PROPERTY**

Moved by Mr. Beggs and supported by Mr. Hardy, to allow the sale, by closed bid, of the 2007 Zodiac 17-foot inflatable boat, Model #500SRMN, with E-Text motor and trailer with the request for bids to be posted publicly for 10 business days, to be submitted to the Sheriff’s Department.

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

Motion carried.

**MOTION #2024-100 - CONSTRUCTION BOARD OF APPEALS REAPPOINTMENTS**

Moved by Mr. Hardy and supported by Mr. Beggs, to reappoint to the Construction Board of Appeals Bill Adams and Mike Blackmer with terms to expire on July 31, 2028 and John Moir, Gary Phillips, Kevin Erickson and Gary Lankfer to expire on July 31, 2029.

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

Motion carried.

**MOTION #2024-101 - GRANT PARTNERSHIP AGREEMENT**

Moved by Mr. Beggs and supported by Mr. Erickson, to approve the EPA Community Change Grant Partnership Agreement with the Ladder Community Center, a 501c3 for the purpose of applying for, and if awarded, completing an Environmental Protection Agency (EPA) Community Change Grant for the construction of a community center.

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

Motion carried.

**MOTION #2024-102 - BUILDING DEPARTMENT REMODEL**

Moved by Mr. Erickson and supported by Mr. Hardy, to approve the quote with Blackmer Construction in an amount not to exceed \$31,000 for the remodel of the conference room at the District #10 Health Department for the purpose of the relocation of the County Building Department.

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

Motion carried.

**MOTION #2024-104 – FIBER OPTICS**

Moved by Mr. Hardy and supported by Mr. Erickson, to approve the connection of District #10 Health Department to the County Building with fiber optics cable in the amount of \$38,220.00 with Merit Network Security Community and \$3,450.00 annual fee for continued use.

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

Motion carried.

**MOTION #2024-103 – PAYMENT OF CLAIMS**

Moved by Mr. Hardy and supported by Mr. Beggs, to adopt Motion #2024-103, approving the payment of accounts payable and release of funds for September 12, 2024.

<b>AMBULANCE</b>	<b>\$2721.58</b>
<b>GIS</b>	<b>-0-</b>
<b>FOC</b>	<b>2,194.06</b>
<b>PENTWATER-HART TRAIL</b>	<b>500.00</b>
<b>SHELBY TWP COMM PARK</b>	<b>-0-</b>
<b>BROWNFIELD</b>	<b>-0-</b>
<b>AUTOMATION R.O.D.</b>	<b>-0-</b>
<b>INDIGENT DEFENSE</b>	<b>29,914.94</b>
<b>LCOT</b>	<b>-0-</b>
<b>K9 UNIT</b>	<b>307.98</b>
<b>CJT</b>	<b>245.00</b>
<b>CDBG</b>	<b>-0-</b>
<b>ARPA</b>	<b>15,105.85</b>
<b>VETERANS AFFAIRS</b>	<b>11,904.67</b>
<b>TECH &amp; INNOVATION</b>	<b>4,714.13</b>
<b>CAPITAL PROG/EQUIP REP</b>	<b>-0-</b>
<b>PUBLIC IMPROVEMENT</b>	<b>4,474.64</b>
<b>FORECLOSURE</b>	<b>-0-</b>
<b>BUILDING DEPARTMENT</b>	<b>36,101.53</b>
<b>GENERAL FUND</b>	<b>643,979.22</b>
<b>GRAND TOTAL</b>	<b>\$752,163.60</b>

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

Motion carried.

**Commissioner’s Reports**

Mr. Beggs stated there is a VA meeting today and he will provide a report on the remodel project at the District Health Department #10. He reported the Road Commission is busy with projects.

Mr. Hardy stated Life EMS is connecting with the CAD system and was in the 911 budget for this year. He also reported Mason Oceana 911 signed a contract with Lake County to share the CAD system. The Mason Oceana County 911 meeting scheduled for Wednesday was cancelled. The Encryption project is very close to completion.

Mr. Erickson stated the Oceana County Fair was very successful with over 12,000 people visiting. He also reported that COVID is in Cherry Blossom and the Medical Care Facility with 50+ staff and residents being affected.

Mr. Walker stated there is a document that was emailed to him that needs to be e-signed for the Council on Aging by today. He also stated there was a Community Mental Health Oversight Committee meeting in Holland. He learned during this meeting that Allegan and Ottawa asked for supplemental dollars for the sobriety courts. He suggested Oceana find out the criteria to be a part of this.

**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 11:59 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, September 12, 2024, at 11:23 a.m., in the Board Conference Room.

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

Also Present: 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 August 22, 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. 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 requested approval of the EPA Community Change Grant Partnership agreement.

Ms. Byard brought forth quotes for consideration for the exterior film for windows on the south side of the courthouse. The two bids that were received are from Firehouse Films Window Tinting / \$2699.32 and All Season Window Tinting, Inc. / \$3800.00. After discussion, the bid was awarded to Firehouse Films Window Tinting.

Ms. Byard requested consideration and approval of a bid for seal coating the airport parking lot. The two bids that were received are from West Michigan Seal Coat / \$2963.00 and Brian’s Superior Sealcoating / \$5500.00. After discussion the bid was awarded to West Michigan Seal Coat.

Ms. Byard provided three quotes for the Building Department Remodel at the Health Department for the Board to consider. The bids were from Blackmer Construction / \$23,655.00, Visscher Construction & Restoration, Inc / \$35,149.11 and Winberg Construction, Inc / \$52,634.00. After discussion, the bid was awarded to Blackmer Construction.

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 ( $\geq$ \$1,000 and Other Noteworthy Expenditures)

Fund #	Dept. #	Dept. Name	Amount	Purpose
<b>Special Revenue Funds</b>				
210 - Ambulance			\$ 1,012.73	to Consumers Energy for utilities

215 - Friend of the Court	\$ 2,194.06	to Image Soft for monthly contract expenses
286 - American Rescue Plan	\$ 15,105.85	to Leavitt Township for ARPA Fund disbursement
260 - Indigent Defense	\$ 1,996.50	to Dalman Investigations for forensic investigations
	\$ 12,408.50	to Good Law, PLC for court appointed attorney fees
	\$ 2,764.50	to Hayes Law Office, PLC for court appointed attorney fees
	\$ 5,833.33	to Indigent Defense Consultants, PC for monthly services
293 - Dept of Veterans' Affairs	\$ 3,333.20	to TH Brands for public outreach
445 - Public Improvement	\$ 4,474.64	to West Michigan Drain Solutions for repairs
298 - Technology & Innovation	\$ 2,860.71	to Xerox Financial Services for copy machine leases
549 - Building Department	\$ 7,396.48	to Randolph D Miller, LLC for inspections and permits
	\$ 2,993.03	to RVN Inspections, LLC for inspections and permits
	\$ 1,450.00	to Shoreline Inspection Service LLC for inspections and permits
	\$ 1,816.26	to Sonnie Smith for inspections and permits
	\$ 1,450.00	to Thomas Story for inspections and permits
	\$ 7,231.65	to Randolph D Miller, LLC for inspections and permits

	\$ 2,193.33	to RVN Inspections, LLC for inspections and permits
	\$ 1,350.00	to Shoreline Inspection Service LLC for inspections and permits
	\$ 2,220.63	to Sonnie Smith for inspections and permits
	\$ 700.00	to Thomas Story for inspections and permits
<b>General Fund</b>		
101 - Board of Commissioners	\$ 7,580.04	to H Security & Investigations for July 2024 overtime hours and August 2024 hours
248 - General Services Administration	\$ 15,851.20	to Lakeshore Regional Entity for 3rd quarter payment
	\$ 1,011.00	to Shi International Corp for cameras
257 - Equalization	\$ 24,210.00	to V&V Accessing LLC for monthly services
262 - Elections	\$ 19,822.90	to Spectrum Printers, Inc for August 2024 Primary Election
265 - Courthouse & Grounds	\$ 4,371.27	to City of Hart for utilities
	\$ 1,541.94	to Republic Services for dumpster services
	\$ 1,947.59	to Anderson Mechanical LLC for preventative maintenance
301 - Sheriff	\$ 1,292.30	to AT&T Mobility for telephone services

351 - Jail	\$ 1,684.24	to Gordon Food Service for inmate board and janitorial supplies
	\$ 3,196.63	to Gordon Food Service for inmate board and janitorial supplies
	\$ 1,270.70	to Gordon Food Service for inmate board and janitorial supplies
	\$ 1,690.19	to Gordon Food Service for inmate board and janitorial supplies
	\$ 4,321.43	to City of Hart for utilities
	\$ 2,596.79	To Anderson Mechanical LLC for preventative maintenance
528 - Transfer Station	\$ 35,501.40	to American Classic Dumpster Services
601 - Health Department	\$ 1,092.39	to Consumers Energy for utilities
	\$ 1,298.39	to Anderson Mechanical LLC for preventative maintenance
648 - Medical Examiner	\$ 1,091.32	to Kelly Yost for Medical Examiner Investigator fees
701 - Planning	\$ 1,800.00	to West Michigan Shoreline Regional Development Commission for Master Plan
~ <b>Total</b>	<b>\$ 212,157.12</b>	

**Additional Administrator's Report Items**

Ms. Byard stated she is working through the budget. She reported that Dave Sanderson was hired as the new Maintenance Supervisor and he is on board and going in the right direction. He was able to work with Brian last week. There was a potluck employee picnic last week that was enjoyed by many.

**Department Head Reports**

There were no department head reports at this time.

**Public Comment**



There were no public comments at this time.

Chairperson Hardy asked if there was any further business to come before the Board. There being none, the meeting adjourned at 11:30 p.m.

Respectfully submitted,

Amy L. Anderson  
Oceana County Clerk

## **Courts and Public Safety Committee**

The Courts and Public Safety Committee Meeting was called to order by Chairperson Beggs, on Thursday, September 12, 2024 at 10:01 a.m. in the Board Conference Room.

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

Also Present: Mr. Jim Herriman, Deputy Director of North Operations, Life EMS; Mr. Troy Maloney, Oceana County Emergency Manager; Mr. Garry McKeen, Parks and Recreation; Kari Wilson, Oceana County Soil Conservation District Educator; Laura Ackerman, District Manager of Oceana County Soil Conservation District; Ms. Byard, Oceana County Administrator; and Ms. Anderson, Oceana County Clerk.

Moved by Mr. Hardy and seconded by Mr. Walker to approve the minutes of the August 8, 2024, Courts and Public Safety Committee Meeting as presented.

Voice vote. Motion carried.

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

Mr. Jim Herriman, Life EMS, provided the quarterly report for the third quarter. Highlights were Electric Forest Festival went well. It is the largest event the company covers. West Shore Community College had a graduation of EMS students. National EMS week was the middle of May which included a BBQ and a gift for each employee. To the Rescue Class is coming up at the end of the month on the 26<sup>th</sup> at West Shore Community College. He touched on the Mason-Oceana 911 cad to cad interface which would connect Grand Rapids to Mason-Oceana electronically.

Mr. Troy Maloney, Oceana County Emergency Manager, was present to explain that in an effort to create a back-up plan for Oceana and neighboring counties to be able to send out public mass notifications (CodeRed/IPAWS) for each other a Memorandum of Understanding would need to be approved and signed by the Board of Commissioners which would be sent to the State of Michigan Division of Homeland Security then forwarded to FEMA.

Ms. Byard requested consideration and approval of the Animal Control Ordinance (#2024-07). Discussion to define Section 13.2, misdemeanor vs. civil infraction. To add a QR code in Public Notice to link to the ordinance on the website.

Ms. Byard requested approval of the Courthouse Security Services contract with H Security & Investigations, LLC.

Ms. Byard requested approval for Sheriff to sell surplus property by closed bid.

### **Department Head Report**

Mr. Garry McKeen, Parks and Recreation, introduced Kari Wilson, Oceana County Soil Conservation District Educator (Knee Hi Naturalists Program). Ms. Wilson gave a small presentation of her duties.

### **Public Comment**

Laura Ackerman, was introduced as District Manager of Oceana County Soil Conservation District by Mr. Garry McKeen. She spoke about her new position and what that entails.

Chairperson Beggs asked if there was any further business to come before the Board. There being none, the meeting adjourned at 10:56 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 Vice-Chairperson Erickson on Thursday, September 12, 2024 at 10:57a.m., in the Board Conference Room.

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

Also Present: Ms. Michelle Martin, Oceana County Drain Commissioner, Ms. Byard, Oceana County Administrator, and Ms. Anderson, Oceana County Clerk.

Moved by Mr. Walker and supported by Mr. Beggs to approve the minutes of the August 8, 2024 Personnel and Health & Human Services Committee Meeting as presented.

Voice vote. Motion carried.

Vice-Chairperson Erickson asked if there were any additions to the agenda. None were presented.

Moved by Mr. Beggs 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. Michelle Martin, Oceana County Drain Commissioner, provided an overview of the Soil Erosion and Sedimentation (SESC) and requested approval of a proposal to hire an additional full time SESC Officer and a part time clerical position. After discussion, it was the consensus of the Board to address this request during the budget workshop.

Ms. Byard requested consideration of reappointments to the Construction Board of Appeals.

### **Public Comment**

There was no public comment at this time.

Vice-Chairperson Erickson asked if there was any further business to come before the Board. There being none, the meeting adjourned at 11:14 a.m.

Respectfully,

Amy L. Anderson  
Oceana County Clerk