

**Organizational Meeting  
January 9, 2025  
Board of Commissioners Minutes**

The Organizational Meeting of the Oceana County Board of Commissioners was called to order by Melanie A. Coon, Oceana County Clerk, on Thursday, January 9, 2025, at 10:02 a.m.

Clerk Coon led the Board in the Pledge of Allegiance to the Flag of the United States of America.

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

Also Present: Ms. Byard, Oceana County Administrator; Cristina Juska, Oceana's Herald-Journal correspondent; and Ms. Coon, Oceana County Clerk.

**Agenda Items**

Clerk Coon noted that according to statute (MCL 46.3a), the election of the chairperson of the County Board is the only time commissioners are allowed to vote a secret ballot; however, in order to do so, a motion must be passed prior to the vote.

Clerk Coon asked if there was any discussion or if anyone wished to make such a motion. No motion was made therefore, Clerk Coon opened the floor for nominations for chairperson of the Board of Commissioners.

Mr. Erickson nominated Mr. Walker for chairperson of the Board of Commissioners. Mr. McCormick supported the nomination. Clerk Coon asked if there were any other nominations. There were no other nominations made.

**MOTION #2025- 01– ELECTION OF THE CHAIRPERSON OF THE COUNTY BOARD**

Moved by Mr. Hardy and supported by Mr. Beggs, to close the nominations and direct the County Clerk to proceed with a vote for the Board Chairperson.

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

Motion carried.

Clerk Coon declared Mr. Walker was elected as Chairperson of the Board of Commissioners and turned the 2025 Organizational meeting over to Chairperson Walker.

Chairperson Walker thanked his fellow commissioners for electing him.

Chairperson Walker asked for nominations for Vice-Chairperson of the Board of Commissioners.

Mr. McCormick nominated Mr. Erickson for Vice-Chairperson of the Board of Commissioners. Mr. Hardy supported the nomination.

Chairperson Walker asked if there were any other nominations. There were no other nominations made.

**MOTION #2025 – 02 – ELECTION OF THE VICE-CHAIRPERSON OF THE COUNTY BOARD**

Moved by Mr. McCormick and supported by Mr. Erickson, to close the nominations and to direct the Oceana County Clerk to cast a unanimous vote for Mr. Erickson as the Vice-Chairperson of the Oceana County Board of Commissioners effective January 1, 2025 and expiring December 31, 2025.

Mr. Walker asked if there were any objections to that. Mr. Beggs objected.

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

Motion carried.

Mr. Erickson was elected Vice-Chairperson of the Oceana County Board of Commissioners.

**MOTION #2025 – 03 – DISCUSSION REGARDING CHAIRPERSON’S TERM- ONE OR TWO YEARS**

Mr. Beggs expressed an interest in changing the election of the chairperson to an annual election rather than the current method of electing a chairperson every two years. He thought the change would provide options for the commissioners.

Mr. Walker expressed the intricacy of knowledge needed to effectively serve on some of the boards the commissioners sit on. It can take over a year to develop the knowledge base to beneficially serve on some boards.

Mr. Erickson echoed that it takes years to gain the institutional knowledge that it takes for the county board. He felt it could take up to 4 years to get a fully rounded perspective of all the different facets the Board attends to. He felt it would be very premature to change the term of the Board chairperson because it could restrict the capacity of a serving chairperson to gain the necessary knowledge in a one-year period.

Mr. Beggs noted that changing the timeframe for the election of the chairperson had nothing to do with knowledge base or any past or current situation. It would provide an opportunity for the commissioners to have a voice once a year instead of every two years regardless of the specifics or names or roles or careers of the candidates.

Mr. McCormick appreciated Mr. Beggs’ thought process on the subject and was glad he brought it up. He thought an annual election of the chairperson would be disruptive to the Board, however.

Mr. Hardy asked Mr. Beggs if he had a list of other counties that had switched to an annual election. He did not. Mr. Hardy conveyed that it wouldn’t mean the chairperson would change annually, but it would give an opportunity for commissioners to review the position.

Mr. Walker indicated that the current Board of Commissioners' "Rules of Procedure" stated the Board cannot change the chairperson's election from one year to two years after the chairperson has been elected. He questioned if the motion could be passed.

Mr. McCormick reported the Board of Commissioners' "Rules of Procedure" stated the resolution to change the election term could be passed but would not affect the already elected chairperson. The resolution would take effect in 2027 after the elected chairperson served his two-year term.

Moved by Mr. Beggs and supported by Mr. Hardy, to adopt the resolution to change the election of the chairperson to a one-year term to take effect in 2027.

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

Motion denied.

**MOTION #2025 – 04 – DISCUSSION AND ADOPTION OF THE BOARD OF COMMISSIONERS' "RULES OF PROCEDURE"**

Moved by Mr. Walker and supported by Mr. Beggs, to adopt the Board of Commissioners' "Rules of Procedures" as presented and to apply the rules to Fiscal Years 2025 – 2028 unless the rules are otherwise amended by the Board of Commissioners, striking #2, Section 2.2, second bullet "In April of each year per Department of Treasury, the first meeting shall be held on the "first Tuesday following the second Monday" in the month" on page 8.

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

Motion carried.

**APPOINTMENTS of STANDING COMMITTEES**

Mr. Walker pointed out that over the last several years the right commissioners have been on the right committees. He didn't see a need to change any committees the current commissioners are on unless a commissioner wanted to be removed from a specific assignment.

No commissioners expressed a desire to be assigned to different committees.

Moved by Mr. Walker and supported by Mr. Hardy, to maintain the same standing committees for the Oceana County Board of Commissioners they currently serve on for the next two years.

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

Motioned carried.

**APPOINTMENTS TO VARIOUS BOARDS, COMMISSIONS, AND COMMITTEES**

Mr. Walker asked the commissioners if anyone felt they should be moved to any different boards, commissions or committees. No commissioner indicated a change should be made.

Moved by Mr. Walker and supported by Mr. Erickson to maintain the current commissioners on the boards, commissions and committees they currently serve.

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

Motion carried.

**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 10:42 a.m.

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Melanie A. Coon, 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, January 9, 2025, at 11:14 a.m., in the Board Conference Room.

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

Also Present: Garry McKeen, Parks and Recreation; Ms. Byard, Oceana County Administrator; Cristina Juska, Oceana County Herald Correspondent; and Ms. Coon, Oceana County Clerk.

Moved by Mr. Beggs and supported by Mr. McCormick to approve the minutes of the December 05, 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. Walker and seconded by Mr. Beggs to approve the agenda as presented.

Voice vote. Motion carried.

**Public Comment**

There were no public comments at this time.

**Agenda Items**

Administrator Byard asked for the following Planning Commission Appointments:

- Peter Roskam to fill unexpired term of John Foss through 12/31/2025
- John Stivers and Scott Rumsey reappointments for three years through 12/31/2027
- David Spittler appointments for three years through 12/31/2027

Administrator Byard brought forth Parks and Recreation Commission Pete Lundborg reappointment.

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)

<b>Fund #</b>	<b>Dept. #</b>	<b>Dept. Name</b>	<b>Amount</b>	<b>Purpose</b>
<b>Special Revenue Funds</b>				
243 - Brownfield Redevelopment Authority			\$ 8,584.72	to Fishbeck for professional services
256 - Automation Fund R.O.D			\$ 1,176.86	to GovOS for monthly software expenditures
260 - Indigent Defense			\$ 1,181.50	to Applewood Law Wins for Indigent Defense costs
			\$ 1,000.00	to Karen Moore for Indigent Defense Costs

# UNOFFICIAL

	\$ 17,562.50	to Springstead Law Offices for Indigent Defense costs
293 - Veterans' Affairs	\$ 1,525.00	to TH Brands for public outreach
298 - Technology & Innovation	\$ 8,666.64	to Ninjaone for yearly renewal
	\$ 2,451.67	to SHI International for hardware and supplies for the remodel at the health dept
445 - Public Improvement	\$ 7,500.00	to Mike Blackmer Construction for the remodel at the health dept
	\$ 7,239.94	to SHI International for hardware and supplies for the remodel at the health dept
549- Building Department	\$ 2,903.71	to Kevin Greiner for inspections and permits
	\$ 1,453.74	to Sonnie Smith for inspections and permits
	\$ 3,230.66	to Lance Gates for inspections and permits
	\$ 1,606.25	to Randolph D Miller, LLC for inspections and permits
<b>General Fund</b>		
208 - Insurance	\$ 46,189.89	to MMRMA for quarter liability insurance.
245 - Remonumentation Budget	\$ 1,958.00	to J Randolph Hepworth for monumentation surveyor contract for 2024.
257 - Equalization	\$ 18,150.00	to V & V Assessing, LLC for monthly equalization services
265 - Courthouse & Grounds	\$ 1,371.00	to Hallack Contracting for salting and plowing
	\$ 4,118.46	to Mears Service center for repairs to maintenance truck
	\$ 1,034.80	to Scheid Plumbing for repairs
286 - District Court	\$ 1,900.16	to Xerox for purchase of new equipment

# UNOFFICIAL

289 - Friend of the court	\$ 3,069.60	to MGT of America Consulting, LLC for CRP billing
294 - Probate court	\$ 1,350.00	to Barkow Law Company, PLLC for 4th quarter 2024 county guardian fees
296 - Prosecuting Attorney	\$ 1,306.70	to integrity business solutions for office supplies
301 - Sheriff	\$ 6,902.19	to Wex Bank for fuel purchases
	\$ 1,367.18	to AT&T FirstNET for telephone services
	\$ 1,371.00	to Hallack Contracting for salting and plowing
331 - Marine Law	\$ 1,600.00	to Village of Pentwater for yearly boat slip fee
351 - Jail	\$ 1,867.58	to Gordon Food Service for inmate board and janitorial supplies
	\$ 1,473.03	to Gordon Food Service for inmate board and janitorial supplies
	\$ 1,512.32	to DTE for utilities
	\$ 1,680.73	to Gordon Food Service for inmate board and janitorial supplies
528 - Transfer Station	\$ 9,237.65	to American Classic for dumpster services
595 - Airport	\$ 3,800.00	to Hallack contracting for plowing and salting
	\$ 2,544.00	to Avsurance corporation for yearly renewal
648 - Medical Examiner	\$ 7,761.00	to Mid MI Medical Services for 4th QTR 2024 medical examiner fee
	\$ 3,322.48	to WMU Homer Stryker for autopsy
649 - Mental Health	\$ 21,295.81	to West Michigan CMH for Local Match November & December 2024
710 - MSU Extension	\$ 37,696.50	to MSUE Business Office for 1st qtr 2025 MOA work plan payment
~ <b>Total</b>	<b>\$ 249,963.27</b>	

**JANUARY 9, 2025**

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

Ms. Byard stated she attended a training via Zoom with Governmental Finance Officers Association regarding state and local financing which was an update which we should see going forward.

Kitty Tunistra sent an email regarding CBG funds that are being paid back. They will be placed in the general fund.

The State of Michigan is requesting the courts upload information about our cost for running the courts.

**Additional Administrator's Report Items**

There were no additional Administrator's report items at this time.

**Department Head Reports**

Mr. Garry McKeen, Parks and Recreation, stated there will be a meeting for the Parks. There needs to be further discussion for a DNR grant. On April 24<sup>th</sup>, the planning commission will offer a program to discuss the opening meetings act.

**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 11:24 a.m.

Respectfully submitted,

Melanie A. Coon  
Oceana County Clerk



**Courts and Public Safety Committee**

The Courts and Public Safety Committee Meeting was called to order by Chairperson Beggs, on Thursday, January 9, 2025 at 10:52 a.m. in the Board Conference Room.

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

Also Present: Oceana County Sheriff Craig Mast; Mr. Michael Garcia, Oceana County Animal Control; Ms. Byard, Oceana County Administrator; Cristina Juska, Oceana's Herald-Journal correspondent; and Ms. Coon, Oceana County Clerk.

Moved by Mr. Hardy and supported by Mr. McCormick to approve the minutes of the December 5, 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. Walker and supported by Mr. McCormick to approve the agenda as presented.

Voice vote. Motion carried.

**Public Comment**

There were no public comments at this time.

**Agenda Items**

Ms. Byard noted the Board had previously adopted the Animal Control Ordinance. The courts are requesting the fee schedule for the civil infractions mentioned in the ordinance.

The listed fees were:  
\$50 plus court costs for first offense  
\$100 plus court costs for second offense  
Charged as misdemeanor for third offense

Michael Garcia, Animal Control, requested the removal of the misdemeanor charge for the third offense from the fee schedule. The current statute for dog running at large allows animal control officers to write a misdemeanor ticket already.

Mr. Walker thanked Mr. Garcia for the work he did for the creation of the Oceana County Animal Control Ordinance. Oceana County is one of the few counties in the area that have created a fine for the first offense of dog running at large. Prior to enacting the fee schedule, Mr. Walker asked Ms. Byard to check with the district court judge to obtain his comments on the fee schedule. Judge Middlebrook indicated the court cannot comment on the fee schedule or ordinance until enacted.

**Department Head Report**

Sheriff Mast indicated the body scanner for the jail arrived today. Installation and training will be scheduled. There were 45 inmates in the jail as of January 9th. There was some suboxone smuggled into the jail recently that the scanner could have assisted with. Thankfully it was

caught by a corrections officer. Sheriff Mast thanked the Board for approving that additional position in 2024.

Mr. Walker related that at a recent meeting he attended of the Lakeshore Regional Entity Oversight Policy Board for mental health there was an approval for a program in Ottawa County, for the Ottawa County Sheriff's Department to fund a position for a Preventative Specialist that works with inmates being released from jail that have been convicted of hard drug crimes. Mr. Walker asked for a spreadsheet on how much money Oceana County has assigned to them for these types of positions and for special projects. He will share that information with Sheriff Mast once he receives it.

Troy Maloney relayed through Mr. Beggs he is working on Hazard Mitigation plans with local entities.

**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 11:13 a.m.

Respectfully submitted,

Melanie A. Coon  
Oceana County Clerk