

Board of Commissioners Minutes
 Board Conference Room
 December 8, 2011

The regular meeting of the Oceana County Board of Commissioners was called to order by Chairperson Van Sickle in the Board Conference Room on Thursday, December 8, 2011 at 2:00 p.m.

Roll was called by the Clerk. Present: Mr. Malburg, Mr. Byl, Mr. Powers, Mr. Brown, Mr. Walker and Mr. Van Sickle. Absent: Ms. Kolbe.

Moved by Mr. Malburg and seconded by Mr. Brown to approve the minutes of the November 22, 2011 meeting as presented.

Voice vote. Motion carried.

RESOLUTION NO. 1 – OCEANA COUNTY EMS TECHNICAL SERVICE AGREEMENT WITH PHYSIO-CONTROL, INC.

Moved by Mr. Malburg and seconded by Mr. Brown to authorize the Oceana County EMS Director to enter into a two (2) year Technical Service Agreement with Physio-Control, Inc., 11811 Willows Road, NE., Redmond, Washington 98073-9723 in the amount of \$14,006 per year for technical service support on the Lifepak defibrillators/monitors. Said contract period is December 1, 2011 – November 30, 2013.

Roll call vote: Mr. Malburg-yes; Mr. Brown-yes; Mr. Walker-yes; Mr. Powers-yes; Mr. Byl-yes; and Mr. Van Sickle-yes. Absent: Ms. Kolbe.

Motion carried.

RESOLUTION NO. 2 – RENEWAL OF AGREEMENT WITH MICHIGAN PUBLIC HEALTH INSTITUTE (MPHI)

Moved by Mr. Malburg and seconded by Mr. Byl to renew the annual agreement with the Michigan Public Health Institute (MPHI) for access to and use of the Medical Examiner & Coroner Data Management System (Alcestis), an internet-based data management system that provides medical examiners and coroners with the ability to electronically manage case information at a fee of \$600 per year. Further, the Chairperson of the Oceana County Board of Commissioners is authorized to sign the agreement on behalf of the County of Oceana.

Roll call vote: Mr. Malburg-yes; Mr. Byl-yes; Mr. Walker-yes; Mr. Powers-yes; Mr. Brown-yes; and Mr. Van Sickle-yes. Absent: Ms. Kolbe.

Motion carried.

RESOLUTION NO. 3 – LETTER OF AGREEMENT BETWEEN OCEANA COUNTY BOARD OF COMMISSIONERS, OCEANA COUNTY SHERIFF, AND THE POLICE OFFICERS ASSOCIATION OF MICHIGAN

Moved by Mr. Walker and seconded by Mr. Powers to approve the Letter of Agreement Between the Oceana County Board of Commissioners and the Oceana County Sheriff and the Police Officers Association of Michigan, Oceana County Sheriff's Department Division as it applies to the implementation of a work schedule for the Corrections Officers, Deputy Sheriffs and Sergeants of the Oceana County Sheriff's Department in 2012 and to authorize the Chairperson of the Board, Oceana County Clerk and Oceana County Sheriff to sign the same.

Roll call vote: Mr. Walker-yes; Mr. Powers-yes; Mr. Byl-yes; Mr. Brown-yes; Mr. Malburg-yes; and Mr. Van Sickle-yes. Absent: Ms. Kolbe.

Motion carried.

RESOLUTION NO. 4 – 2011 INTRADEPARTMENTAL TRANSFERS FOR AMBULANCE FUND

Moved by Mr. Byl and seconded by Mr. Malburg to approve the following intradepartmental transfer with the 2011 Ambulance Fund Budget:

Line Item #	Description	Transfer To	Transfer From
000-721.000	Retirement		\$13,300.00
000-760.000	Medical Supplies		\$5,100.00
000-817.000	Laundry		\$2,000.00
000-821.000	Other Contractual Services		\$10,000.00
000-940.000	Building Rental		\$2,700.00
000-975.000	Construction - Facility		\$2,000.00
000-977.000	Machinery & Equipment		\$2,500.00
000-727.000	Office Supplies	\$1,500.00	
000-747.000	Gasoline	\$15,000.00	
000-775.000	Janitorial Supplies	\$1,000.00	
000-813.000	Memberships	\$500.00	
000-860.000	Travel	\$2,000.00	
000-930.000	Building Repairs	\$1,500.00	
000-931.000	Equipment Repairs	\$1,300.00	
000-957.100	In-House Training	\$1,800.00	
000-964.000	Refunds	\$4,200.00	
000-980.000	Office Equipment	\$500.00	
000-981.000	Vehicles	\$8,300.00	
	TOTAL	\$37,600.00	\$37,600.00

Roll call vote: Mr. Byl-yes; Mr. Malburg-yes; Mr. Walker-yes; Mr. Brown-yes; Mr. Powers-yes; and Mr. Van Sickle-yes. Absent: Ms. Kolbe.

Motion carried.

RESOLUTION NO. 5 – 2011 INTRADEPARTMENTAL TRANSFERS FOR COOPERATIVE EXTENSION

Moved by Mr. Byl and seconded by Mr. Powers to approve the following intradepartmental transfer within the 2011 Cooperative Extension Budget:

\$3,400.00 from 706.000 Employees Temporary to 821.000 Other Contractual Services

Roll call vote: Mr. Byl-yes; Mr. Powers-yes; Mr. Malburg-yes; Mr. Brown-yes; Mr. Walker-yes; and Mr. Van Sickle-yes. Absent: Ms. Kolbe.

Motion carried.

RESOLUTION NO. 6 – 2011 BUILDING DEPARTMENT FUND BUDGET AMENDMENT

Moved by Mr. Byl and seconded by Mr. Powers to amend the **2011 Oceana County Building Department Fund from \$160,000 to \$201,560 as follows:**

INCREASE REVENUES AS FOLLOWS:

Increase 371-607.040 Commercial Plan Review – Building from -0- to \$4,060
 Increase 371-608.000 Building Permits from \$65,000 to \$69,500
 Increase 371-608.010 Electrical Permits from \$44,000 to \$59,000
 Increase 371-608.020 Plumbing Permits from \$16,000 to \$20,000
 Increase 371-608.030 Mechanical Permits from \$30,000 to \$37,000
 Increase 371-610.000 Plan Review Fees from \$5,000 to \$12,000

INCREASE EXPENDITURES AS FOLLOWS:

Increase 371-716.200 Retiree Health Funding Vehicle from \$100 to \$461
 Increase 371-721.000 Retirement from \$3,947 to \$4,679
 Increase 371-727.000 Office Supplies from \$1,000 to \$1,200
 Increase 371-813.000 Other Contractual Services from \$3,300 to \$3,780
 Increase 371-821.100 Other Contractual Services – Inspectors from \$92,250 to \$131,737
 Increase 371-977.000 Machinery and Equipment from -0- to \$300

Roll call vote: Mr. Byl-yes; Mr. Powers-yes; Mr. Brown-yes; Mr. Malburg-yes; Mr. Walker-yes; and Mr. Van Sickle-yes. Absent: Ms. Kolbe.

RESOLUTION NO. 7 – ESTABLISHMENT OF SENIOR CITIZEN TAX FUND

Moved by Mr. Byl and seconded by Mr. Malburg to re-establish Senior Citizen Tax Fund #275 in accordance with Public Act 39, Acts of 1976 for the purpose of appropriating funds generated from the levy of a special operating millage of .7500 to the Oceana County Council on Aging effective December 1, 2010 for the provision of senior citizens activities and services during the period January 1, 2012 - December 31, 2012 and to authorize the Executive Director of the Oceana County Council on Aging to submit a voucher to the Oceana County Treasurer in order to transfer the millage funds from the County's checking account into Fund #275.

Roll call vote: Mr. Byl-yes; Mr. Malburg-yes; Mr. Walker-yes; Mr. Brown-yes; Mr. Powers-yes; and Mr. Van Sickle-yes. Absent: Ms. Kolbe.

Motion carried.

RESOLUTION NO. 8 – ESTABLISHMENT OF A HEALTH SAVINGS ACCOUNT

Moved by Mr. Malburg and seconded by Mr. Brown to authorize the Oceana County Administrator/Fiscal Officer to establish a Health Savings Account with Fifth Third Bank. The HSA deposits will be funded by eligible employees through pre-tax payroll deductions. The monthly fee of \$3.00 per month per employee will be paid by the County of Oceana.

Roll call vote: Mr. Malburg-yes; Mr. Brown-yes; Mr. Walker-yes; Mr. Byl-yes; Mr. Powers-yes; and Mr. Van Sickle-yes. Absent: Ms. Kolbe.

Motion carried.

RESOLUTION NO. 9 – OCEANA COUNTY CELL PHONE REIMBURSEMENT POLICY

Moved by Mr. Malburg and seconded by Mr. Byl to adopt the "Oceana County Cell Phone Reimbursement Policy" as prepared by the Oceana County Administrator/Fiscal Officer to establish procedures for cell phone authorization, reimbursement and use. Eligible employees who are required to use their personal cell phones during their regular business day and eligible key employees needed in the event of an emergency will receive \$20.00 per month reimbursement subject to normal payroll taxes. Frequency of reimbursement will be at the County Clerk's discretion (i.e. monthly, quarterly, semi-annually or annually). The policy will take affect January 1, 2012.

The following list is an example of those eligible for reimbursement and is not all inclusive:

- Airport Manager
- Animal Control Officer
- Friend of the Court
- Maintenance Supervisor
- Transfer Station Operator
- Certain Key Law Enforcement Personnel

At this time, due to the nature of their business, the Drain Commissioner and Emergency Management Coordinator will continue to have county-owned cell phones.

If needed, two (2) prepaid cell phones will be purchased by the County and will be available to Department Heads to sign out when they are on extended County business.

Roll call vote: Mr. Malburg-yes; Mr. Byl-yes; Mr. Powers-yes; Mr. Brown-yes; Mr. Walker-yes; and Mr. Van Sickle-yes. Absent: Ms. Kolbe.

Motion carried.

RESOLUTION NO. 10 – REAPPOINTMENT TO WEST MICHIGAN SHORELINE REGIONAL DEVELOPMENT COMMISSION (WMSRDC)

Moved by Mr. Powers and seconded by Mr. Walker to reappoint Mr. James Brown, 2954 S. 64th Avenue, Shelby, Michigan 49455 and Ms. Evelyn Kolbe, 9472 E. Woodrow Road, Hesperia, Michigan 49421 to the West Michigan Shoreline Regional Development Commission (WMSRDC) Board of Directors for one year effective January 1, 2012.

In addition, Mr. Powers will be appointed as an Alternate to attend the meetings when either Mr. Brown or Ms. Kolbe is unable to.

Voice vote. Motion carried.

RESOLUTION NO. 11 – REAPPOINTMENT TO OCEANA COUNTY PLANNING COMMISSION

Moved by Mr. Powers and seconded by Mr. Malburg to reappoint Mr. Jake Whelpley, Jr., 1669 N. 156th Avenue, Mears, Michigan 49436, Mr. Ron DeBrot, 8071 S. 80th Avenue, Montague, MI 49437, and Mr. John Hendrixon, 367 S. 72nd Avenue, Shelby, MI 49455 to the Oceana County Planning Commission for three year terms ending December 31, 2014.

Voice vote. Motion carried.

RESOLUTION NO. 12 – REAPPOINTMENT TO OCEANA COUNTY BOARD OF PUBLIC WORKS

Moved by Mr. Powers and seconded by Mr. Walker to reappoint Mr. Larry Byl, Oceana County Commissioner and Ms. Sheila Gowell, Oceana County Treasurer to the Oceana County Board of Public Works for three year terms ending December 31, 2014.

Voice vote. Motion carried.

RESOLUTION NO. 13 – REAPPOINTMENT/APPOINTMENT TO OCEANA COUNTY PARKS AND RECREATION COMMISSION

Moved by Mr. Byl and seconded by Mr. Brown to reappoint/appoint the following persons to the Oceana County Parks and Recreation Commissioner effective January 1, 2012 for three year terms ending December 31, 2014:

1. Mr. Dan Swihart – reappointed
2. Mr. Joel Mikkelsen – reappointed
3. Mr. Benny Escamilla – new appointment

Voice vote. Motion carried.

RESOLUTION NO. 14 – RESCIND APPOINTMENT TO OCEANA COUNTY LAND BANK AUTHORITY

Moved by Mr. Byl and seconded by Mr. Malburg to rescind the appointment of Mr. Scott Kroepel to the Oceana County Land Bank Authority Board of Directors as he is no longer a Village/City Government representative.

Voice vote. Motion carried.

RESOLUTION NO. 15 – APPOINTMENT TO OCEANA COUNTY LAND BANK AUTHORITY

Moved by Mr. Byl and seconded by Mr. Powers to appoint Ms. Sara Bizon, 310 Riverside Drive, Hart, Michigan to the Oceana County Land Bank Authority Board of Directors as the Village/City Government representative for the term ending September 30, 2012 to fill the vacancy created by the resignation of Mr. Joseph Przekop.

Voice vote. Motion carried.

RESOLUTION NO. 16 – PAYMENT OF CLAIMS

Moved by Mr. Byl and seconded by Mr. Brown to approve the payment of claims in the tentative amounts as follows:

AMBULANCE FUND	\$ 64,559.30
FRIEND OF THE COURT	-0-
PUBLIC IMPROVEMENT FUND	863.00
BUILDING DEPARTMENT FUND	9,087.71
CAPITOL PROJECTS – EQUIP REPLACEMENT	-0-
CAPITOL PROJECTS – SHERIFF	-0-
TOTAL FORECLOSURE FUND	273.00
AUTOMATION FUND R.O.D.	-0-
MEDICAL RESERVE CORP	-0-
LOCAL CORR. OFFICERS TRAINING FUND	157.32
GENERAL FUND	<u>357,153.30</u>
TOTAL	<u>\$432,093.63</u>

and to authorize the County Clerk to draw warrants and the County Treasurer to pay the same.

Roll call vote: Mr. Byl-yes; Mr. Brown-yes; Mr. Walker-yes; Mr. Powers-yes;
Mr. Malburg-yes and Mr. Van Sickle-yes. Absent: Ms. Kolbe.

Motion carried.

Ms. Johnson informed the Board that Ms. Troupe, Oceana County Animal Control Officer, was recognized by the Michigan Pet Fund Alliance as the Most Improved of the open admission shelters in 2010 from 2009. Oceana County's save rate was 79.45% or a 44% increase over the shelter's 2009 rate. A press release will go out soon recognizing the Oceana County Animal Shelter.


The Michigan Pet Fund Alliance was established in November 2003 as Oakland Pet Fund and operated for 5 years with the goal of eliminating euthanasia of adoptable and treatable homeless companion animals in Oakland County by 2010. Because of its success and expertise, the organization expanded its efforts throughout the state and became the Michigan Pet Fund Alliance in 2008.

Mr. Ferris, Grant Township resident, expressed concerns regarding the Oceana County Debt Millage levy.

Chairperson Van Sickle asked if there was any further business to come before the Board. There being none, the meeting was adjourned at 2:30 p.m.


Rebecca J. Griffin, County Clerk

12-22-11
Date


Larry Van Sickle, Chairperson