

Board of Commissioners Minutes
Board Conference Room
January 12, 2012

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, January 12, 2012 at 2:00 p.m.

Roll was called by the Clerk. Present: Mr. Malburg, Ms. Kolbe, Mr. Powers, Mr. Byl, Mr. Brown, Mr. Walker and Mr. Van Sickle. Absent: None.

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

RESOLUTION NO. 1 – RECOGNITION OF APPRECIATION FOR RICHARD C. GREGWER, RETIRING CORRECTIONS OFFICER

Moved by Mr. Malburg and seconded by All to adopt the following Resolution of Appreciation for **Richard C. Gregwer**:

WHEREAS, **Richard C. Gregwer** has served the people of Oceana County with pride and integrity as a Corrections Officer in the Oceana County Sheriff’s Department for 32 years – from January 3, 1980 – January 29, 2012; and

WHEREAS, **Richard C. Gregwer** has placed a high priority on the quality of law enforcement service provided to the public and jail inmates; and

WHEREAS, **Richard C. Gregwer** has earned the praise and recognition of the Oceana County Sheriff’s Department for his dedication; and

WHEREAS, **Richard C. Gregwer** has gained the respect and gratitude of the Oceana County Board of Commissioners for his long term devotion to public service.

THEREFORE, BE IT RESOLVED; That the Oceana County Board of Commissioners expresses its heartfelt appreciation to **Richard C. Gregwer** for his many years of professional service to Oceana County and wishes him and his wife, Verna many years of happiness and good health in retirement.

Voice vote. Motion carried.

Chairperson Van Sickle requested nominations for Board Vice-Chairperson. Mr. Byl nominated Mr. Malburg for Vice-Chairperson of the Board.

Moved by Mr. Brown and seconded by Mr. Byl to close the nominations and to direct the County Clerk to cast a unanimous ballot for Mr. Malburg as Vice-Chairperson of the Board.

Voice vote. Motion carried.

Chairperson Van Sickle appointed Mr. Powers to the Oceana County Parks and Recreation Commission for one year.

Chairperson Van Sickle appointed Ms. Kolbe and Mr. Van Sickle to the District Health Department #10 Board for one year and appointed Mr. Powers as an Alternate to the District Health Department #10 Board for one year.

Chairperson Van Sickle appointed himself as the Board of Commissioners' liaison to the Oceana County Department of Human Services Board for one year.

A letter was received from Ms. Sheila Gowell, Oceana County Treasurer, requesting that Ms. Terri Troupe, Animal Control Officer, and Mr. Michael Nielsen, Deputy Animal Control Officer, be designated as Authorized Agents to sell dog licenses and kennel licenses from January 1, 2012 through December 31, 2012 or until the designation is rescinded by the County Treasurer. The letter is on file in the County Clerk's Office.

RESOLUTION NO. 2 – AMENDMENT TO PERMIT FEE SCHEDULES FOR THE OCEANA COUNTY DEPARTMENT OF BUILDING SAFETY AND PERMITS

Moved by Mr. Malburg and seconded by Mr. Powers to adopt the amended "Oceana County Building Department of Building Safety & Permits" Electrical, Plumbing and Mechanical Permit Fee Schedules and Plan Review Schedule effective February 1, 2012.

Roll call vote: Mr. Malburg-yes; Mr. Powers-yes; Mr. Byl-yes; Ms. Kolbe-yes; Mr. Brown-yes; Mr. Walker-yes; and Mr. Van Sickle-yes. Absent: None.

Motion carried.

RESOLUTION NO. 3 – AUTHORIZATION TO BORROW AGAINST ANTICIPATED DELINQUENT 2011 REAL PROPERTY TAXES

Moved by Mr. Byl and seconded by Mr. Malburg to adopt the following Resolution:

WHEREAS, the Board of Commissioners of the County of Oceana (the "County") has heretofore adopted a resolution establishing the Oceana County Delinquent Tax Revolving Fund (the "Fund") pursuant to Section 87b of Act No. 206, Public Acts of Michigan, 1893, as amended ("Act 206"); and

WHEREAS, the purpose of the Fund is to allow the Oceana County Treasurer (the "County Treasurer") to pay from the Fund any or all delinquent real property taxes that are due and payable to the County and any school district, intermediate school district, community college district, city, township, special assessment district, the State of Michigan or any other political unit for which delinquent tax payments are due; and

WHEREAS, it is hereby determined to be necessary for the County to borrow money and issue its notes for the purposes authorized by Act 206, particularly Sections 87c, 87d and 87g thereof; and

WHEREAS, it is estimated that the total amount of unpaid 2011 delinquent real property taxes (the "delinquent taxes") outstanding on March 1, 2012, will be approximately \$4,500,000.00, exclusive of interest, fees and penalties.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners that, pursuant to and in accordance with the provisions of Act 206, Public Acts of Michigan, 1893, as amended, and especially Sections 87c, 87d and 87g thereof, the County of Oceana shall borrow the sum of not to exceed \$4,500,000.00 and issue its notes therefore for the purpose of continuing the Fund for 2012.

Roll call vote: Mr. Byl-yes; Mr. Malburg-yes; Mr. Walker-yes; Mr. Brown-yes; Ms. Kolbe-yes; Mr. Powers-yes; and Mr. Van Sickle-yes. Absent: None.

Motion carried.

RESOLUTION NO. 4 – PURSUANT TO SECTION 87c OF ACT 206

Moved By Mr. Byl and seconded by Mr. Malburg to adopt the following Resolution:

WHEREAS, the Board of Commissioners of the County of Oceana (the "County") has heretofore adopted a resolution establishing the Oceana County Delinquent Tax Revolving Fund (the "Fund") pursuant to Section 87b of Act No. 206, Public Acts of Michigan, 1893, as amended ("Act 206"); and

WHEREAS, the Fund has been designated as the 100% Tax Payment Fund (the "Fund") by the Oceana County Treasurer; and

WHEREAS, pursuant to Act 206, upon creation of the Fund, the County Treasurer is to act as agent for the County to administer the Fund; and,

WHEREAS, the Board of Commissioners of the County of Oceana has adopted a "Resolution to Borrow Against Anticipated Delinquent 2011 Real Property Taxes" to continue the Fund for 2012.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the County of Oceana that:

1. Pursuant to Section 87c of Act 206, the County Treasurer's office shall receive for administration expenses in connection with the Fund and the issuance of General Obligation Limited Tax Notes, Series 2011 by the County such sums as are provided by law.
2. As agent for the County, the County Treasurer shall act pursuant to Act 206 and as further provided in the "Resolution to Borrow Against Anticipated Delinquent 2011 Real Property Taxes" heretofore adopted by the County Board of Commissioners.

Roll call vote: Mr. Byl-yes; Mr. Malburg-yes; Ms. Kolbe-yes; Mr. Brown-yes; Mr. Powers-yes; Mr. Walker-yes; and Mr. Van Sickle-yes. Absent: None.

Motion carried.

RESOLUTION NO. 5 – DESIGNATION OF DEPOSITORIES

Moved by Mr. Powers and seconded by Ms. Kolbe to designate the following financial institutions for the deposit and investment of Oceana County funds to be utilized at the discretion of the Oceana County Treasurer during fiscal year 2012:

Shelby State Bank	Fifth Third Bank
West Shore Bank	Huntington Bank
Bank of America	PNC Bank (formerly National City)
Multibank Securities	Banc One
UBS Funds	Michigan CLASS Investments
Flagstar Bank	Mercantile Bank
CDARS – Government Authorized Investment Group	

Roll call vote: Mr. Powers-yes; Ms. Kolbe-yes; Mr. Brown-yes; Mr. Walker-yes; Mr. Byl-yes; Mr. Malburg-yes; and Mr. Van Sickle-yes. Absent: None.

Motion carried.

RESOLUTION NO. 6 – 2011 BUDGET AMENDMENTS

Moved by Mr. Byl and seconded by Mr. Brown to amend the **Oceana County General Fund Budget in the amount of \$9,410,311 as follows:**

GENERAL FUND EXPENDITURES AS FOLLOWS:

Decrease M/O 911 Transfer Out from \$47,213 to \$32,884

Increase Probate Court Budget from \$259,883 to \$260,530 as follows:

Increase 148 – 716.000_Hospitalization from \$30,082 to \$32,832
 Increase 148-727.000 Office Supplies from \$600 to \$803
 Increase 148-810.400 Mental Health Attorney Fees from \$2,300 to \$2,418
 Increase 148-813.000 Service Contracts from \$1,800 to \$1,960
 Increase 148-822.000 County Guardian from \$14,700 to \$15,305
 Increase 148-910.000 Insurance and Bonds from \$75 to \$100

Increase Remuneration Budget from \$30,947 to \$32,379 as follows:

Increase 245-721.000 Retirement from -0- to \$32
 Increase 245-821.000 Other Contractual from \$30,947 to \$32,347

Increase Plat Board from \$646 to \$747 as follows:

Increase 249-704.000 Per Diem from \$540 to \$600
 Increase 249-715.000 FICA from \$42 to \$43
 Increase 249-721.000 Retirement from \$64 to \$104

Increase Secondary Road Patrol Budget from \$73,000 to \$76,648 as follows:

Increase 333-705.000 Salaries & Wages – Permanent from \$43,248 to \$44,548
 Increase 333-705.100 Insurance Incentive from -0- to \$251
 Increase 333-707.000 Salaries & Wages – Overtime from \$3,575 to \$5,975
 Increase 333-715.000 FICA from \$3,690 to \$3,936
 Decrease 333-716.000 Hospitalization from \$11,619 to \$11,219
 Decrease 333-720.000 Workers' Comp from \$2,276 to \$1,816
 Increase 333-721.000 Retirement from \$6,454 to \$6,765

Increase 728 EDC Budget from \$37,000 to \$37,750

Increase 728-800.000 Disbursements from \$37,000 to \$37,750

Increase Insurance Budget from \$171,628 to \$175,684 as follows:

Increase 865-724.000 Liability Insurance from \$162,780 to \$162,786
 Increase 865-821.000 Other Contractual Services from \$8,500 to \$12,550

Increase 899 Tax Tribunal Refunds Ordered from \$25,000 to \$25,481 as follows:

Increase 899-800.000 Disbursements from \$25,000 to \$25,481

Roll call vote: Mr. Byl-yes; Mr. Brown-yes; Mr. Walker-yes; Ms. Kolbe-yes; Mr. Malburg-yes; Mr. Powers-yes; and Mr. Van Sickle-yes. Absent: None.

Motion carried.

RESOLUTION NO. 7 – TRANSFER OF FUNDS

Moved by Mr. Byl and seconded by Mr. Malburg to transfer \$34,467 from the Contingency Fund to the following budgets to cover the 13th retirement payment in 2011:

Circuit Court	\$2,228
District Court	\$4,750
Friend of the Court	\$4,223
Probate Court	\$ 786
County Clerk	\$4,475
County Treasurer	\$2,645
Equalization	\$ 345
Cooperative Extension	\$1,227
Prosecuting Attorney	\$4,288
Drain Commission	\$2,785
Sheriff	\$5,100
Animal Control	\$1,615

Roll call vote: Mr. Byl-yes; Mr. Malburg-yes; Mr. Brown-yes; Mr. Powers-yes; Mr. Walker-yes; Ms. Kolbe-yes; and Mr. Van Sickle-yes. Absent: None.

Motion carried.

RESOLUTION NO. 8 – TRANSFER OF FUNDS

Moved by Mr. Byl and seconded by Ms. Kolbe to transfer \$1,044 from the Contingency Fund to the following budgets:

Criminal Justice Training – Employee Training	\$244
Tax Tribunal Refunds Ordered	\$800

Roll call vote: Mr. Byl-yes; Ms. Kolbe-yes; Mr. Brown-yes; Mr. Walker-yes; Mr. Powers-yes; Mr. Malburg-yes; and Mr. Van Sickle-yes. Absent: None.

Motion carried.

RESOLUTION NO. 9 – TRANSFER OF FUNDS

Moved by Mr. Byl and seconded by Mr. Malburg to amend the **2011 Oceana County General Fund Budget from \$9,410,311 to \$9,678,436** as follows:

REVENUE

Increase Airport Grants from -0- to \$268,125
 Increase County Treasurer Reimbursements from \$35,000 to \$95,133
 Decrease Mobile Data Wireless from \$5,634 to -0-
 Decrease Transfer Station Recycling from \$7,000 to \$6,613
 Decrease District Court from \$386,350 to \$333,198
 Decrease Probate Court from \$9,750 to \$8,790

EXPENDITURES

Increase General Fund Expenditures – 000-970.000 Capital Outlay from -0- to \$268,125

Roll call vote: Mr. Byl-yes; Mr. Malburg-yes; Mr. Powers-yes; Ms. Kolbe-yes; Mr. Brown-yes; Mr. Walker-yes; and Mr. Van Sickle-yes. Absent: None.

Motion carried.

RESOLUTION NO. 10 – 2011 SPECIAL REVENUE FUND BUDGETS AMENDMENTS

Moved by Mr. Byl and seconded by Ms. Kolbe to amend the following 2011 Special Revenue Fund Budgets:

1. Fund 211 – GIS Fund – amend from -0- to \$17,018
2. Fund 244 – EDC Fund – amend from -0- to \$11,479
3. Fund 246 – Animal Control Building Fund – amend from -0- to \$15,000
4. Fund 259 – Emergency Management Medical Reserve – amend from \$12,000 to \$12,625
5. Fund 264 – Local Corrections Officers Training – amend from \$10,000 to \$11,083
6. Fund 269 – Law Library Fund – amend from \$19,500 to \$20,255
7. Fund 275 – Senior Citizen Tax Fund – amend from \$763,593 to \$765,196
8. Fund 277 – CDBG Fund – amend from \$75,000 to \$130,234
9. Fund 293 – Soldiers and Sailors – amend from \$20,000 to \$21,770
10. Fund 294 – Veterans Trust Fund – amend from \$3,000 to \$5,225
11. Fund 353 – Airport Debt Service Fund – amend from \$14,000 to \$14,849
12. Fund 391 – MCF Building Fund – amend from \$257,683 to \$258,513
13. Fund 535 – Housing Commission – amend from \$2,250 to \$4,800
14. Fund 254 – Foreclosure Fund – amend revenues from \$162,458 to \$131,239 and expenditures from \$162,458 to \$8,705
15. Fund 520 – 100% Tax Payment Fund – amend revenues from \$190,000 to \$213,250 and amend expenditures from \$15,000 to \$33,030
16. Fund 526 – 100% Tax Payment Fund – amend revenues from \$1,650 to \$9,500 and current expenditures of \$1,650 will not be amended
17. Fund 527 – 100% Tax Payment Fund – amend revenues from \$259,402 to \$263,212 and amend expenditures from \$259,402 to \$260,252
18. Fund 529 – 100% Tax Payment Fund – amend revenues from \$300,000 to \$323,500 and amend expenditures from \$180,000 to \$19,100

Roll call vote: Mr. Byl-yes; Ms. Kolbe-yes; Mr. Brown-yes; Mr. Walker-yes; Mr. Malburg-yes; Mr. Powers-yes; and Mr. Van Sickle-yes. Absent: None.

Motion carried.

RESOLUTION 11– TRANSFER OF FUNDS

Moved by Mr. Byl and seconded by Ms. Kolbe to transfer \$4,000 from the 2012 Soldiers and Sailors Relief Commission Appropriations to the Soldiers and Sailors Relief Commission Fund.

Roll call vote: Mr. Byl-yes; Ms. Kolbe-yes; Mr. Powers-yes; Mr. Malburg-yes; Mr. Walker-yes; Mr. Brown-yes; and Mr. Van Sickle-yes. Absent: None.

Motion carried.

RESOLUTION NO. 12 – PURCHASE OF SNOW THROWER

Moved by Mr. Brown and seconded by Mr. Malburg to accept the proposal from Voelker Implement Sales, Inc., 18880 Northland Drive, Big Rapids, MI 49307 in the amount of \$1,525.00 to include delivery for one (1) John Deer 42" Snow Thrower.

Roll call vote: Mr. Brown-yes; Mr. Malburg-yes; Mr. Byl-yes; Mr. Powers-yes; Ms. Kolbe-yes; Mr. Walker-yes; and Mr. Van Sickle-yes. Absent: None.

Motion carried.

RESOLUTION NO. 13 – AUTHORIZATION FOR PURCHASE OF MICROSOFT SQL UPGRADE

Moved by Ms. Kolbe and seconded by Mr. Powers to authorize the Oceana County Administrator/Fiscal Officer to accept the proposal for the Microsoft SQL Upgrade to include 1 Server Standard License with 2 years software assurance and 25 Microsoft SQL User licenses and installation of the same from Optimal Solutions, Inc., 1055 Gezon Pkwy, S.W., Wyoming, MI 49509 in the amount of \$4,741.

Further, the Oceana County Clerk is authorized to make payment from Fund 405 Capital Projects Equipment Fund for the same upon delivery and installation of the equipment and the submission of a valid invoice.

Roll call vote: Ms. Kolbe-yes; Mr. Powers-yes; Mr. Brown-yes; Mr. Walker-yes; Mr. Malburg-yes; Mr. Byl-yes; and Mr. Van Sickle-yes. Absent: None.

Motion carried.

RESOLUTION NO. 14 – REAPPOINTMENT TO REVOLVING LOAN FUND (RLF)

Moved by Mr. Byl and seconded by Mr. Malburg to reappoint Mr. Paul E. Inglis, 340 Hawley Street, Shelby, Michigan to the Oceana County Revolving Loan Fund (RLF) Administration Board for the four-year term effective December 1, 2011.

Voice vote. Motion carried.

RESOLUTION NO. 15 – APPOINTMENT TO OCEANA COUNTY REVOLVING LOAN FUND (RLF)

Moved by Mr. Byl and seconded by Mr. Brown to appoint Mr. Chris Griffin, 367 W. 6th Street, Shelby, Michigan to the Oceana County Revolving Loan Fund (RLF) Administration Board for the four-year term effective December 1, 2011.

Voice vote. Motion carried.

RESOLUTION NO. 16 – AUTHORIZATION FOR CENTRELEARN SYSTEM FOR EMS CONTINUING EDUCATION

Moved by Mr. Powers and seconded by Ms. Kolbe to authorize the payment of \$1,498.50 to Salesforce.com for the CentreLearn Standard system which provides on-line EMS continuing education courses for 30 EMS employees at a cost of \$49.95/each. Upon payment in full, Oceana County EMS will receive a 10% discount (refund).

Roll call vote: Mr. Powers-yes; Ms. Kolbe-yes; Mr. Byl-yes; Mr. Brown-yes; Mr. Malburg-yes; Mr. Walker-yes; and Mr. Van Sickle-yes. Absent: None.

Motion carried.

RESOLUTION NO. 17 – 2012 APPROPRIATION TO THE OCEANA COUNTY HOUSING COMMISSION

Moved by Mr. Powers and seconded by Mr. Walker to increase the 2012 appropriation to the Oceana County Housing Commission from \$2,250 to \$7,250 as seed money for housing activities.

Roll call vote: Mr. Powers-yes; Mr. Walker-yes; Mr. Brown-yes; Ms. Kolbe-yes; Mr. Byl-yes; Mr. Malburg-yes; and Mr. Van Sickle-yes. Absent: None.

Motion carried.

RESOLUTION NO. 18 – AUTHORIZATION FOR EMS DIRECTOR TO FILL FULL-TIME PARAMEDIC POSITION AND FILL A NEW EMT OR EMT SPECIALIST POSITION

Moved by Ms. Kolbe and seconded by Mr. Malburg to authorize the Oceana County EMS Director to fill the vacant full-time Paramedic position and to fill the new position of EMT or EMT Specialist which was planned for in the 2012 budget.

Roll call vote: Ms. Kolbe-yes; Mr. Malburg-yes; Mr. Brown-yes; Mr. Powers-yes; Mr. Walker-yes; Mr. Byl-yes; and Mr. Van Sickle-yes. Absent: None.

Motion carried.

RESOLUTION NO. 19 – PAYMENT OF CLAIMS

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

AMBULANCE FUND	\$ 119,409.23
FRIEND OF THE COURT	-0-
PUBLIC IMPROVEMENT FUND	-0-
BUILDING DEPARTMENT FUND	7,924.27
CAPITOL PROJECTS – EQUIP REPLACEMENT	-0-
CAPITOL PROJECTS – SHERIFF	-0-
TOTAL FORECLOSURE FUND	12,454.06
AUTOMATION FUND R.O.D.	-0-
MEDICAL RESERVE CORP	794.43
LOCAL CORR. OFFICERS TRAINING FUND	128.74
GENERAL FUND	<u>419,745.11</u>
TOTAL	\$ 560,455.84

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

Roll call vote: Mr. Byl-yes; Mr. Malburg-yes; Mr. Powers-yes; Ms. Kolbe-yes; Mr. Brown-yes; Mr. Walker-yes; and Mr. Van Sickle-yes. Absent: None.

Motion carried.

Ms. Kolbe provided the Commissioners with a copy of the Northern Michigan Substance Abuse Services (NMSAS) FY 2012 – 1st Quarter Report for all to review.

Chairperson Van Sickle asked if there was any further business to come before the Board. There being none, the meeting was adjourned at 2:38 p.m.


Rebecca J. Griffin, County Clerk

1-26-12
Date


Larry Van Sickle, Chairperson