ANTRIM COUNTY BOARD OF COMMISSIONERS **Thursday June 4th, 2026**

MEETING MINUTES

The Chair William Hefferan called the meeting to order at 10:00 a.m.

The Pledge of Allegiance to the U.S. flag.

The Invocation was passed on by Commissioner Jason Helwig

The Chair called Roll Call: Commissioner Terry VanAlstine - Here
Commissioner Jason Helwig - Here
Commissioner Ray Scola - Here
Commissioner Jarris Rubingh - Here
Commissioner Bill Hefferan – Here

Public Comment:

2 Citizens gave public comment.

Approval of the Agenda:

Motion to accept the Agenda made by Commissioner Terry VanAlstine seconded by Commissioner Bill Hefferan
Motion carried as follows: Yes – Unanimous; No – None; Absent – None
Motion Passed 5 - 0

Approval of the Minutes:

Motion to accept May 7th, 2026 Regular Meeting Minutes by Commissioner Jason Helwig seconded by Commissioner Ray Scola.
Motion carried as follows: Yes – Unanimous; No – None; Absent – None
Motion Passed 5 – 0

Committee Reports/Liaison Reports:

Commissioner Terry VanAlstine reported on The Dental Clinic North will be back under the Health Department of Northwest Michigan because of Financial needs.

Commissioner Jarris Rubingh reported on the Antrim Creek Natural Area considering the redo request for the Proposal to do the Walls and the Roof of the Old School House.

Appointments/Annual Reports

GRASS RIVER NATURAL AREA ANNUAL REPORT

Jenn Wright, Executive Director presented the GRNA Annual Report for the Year of 2025

Covered:
Mission of GRNA

- Number and Breakdown of Visitors
- Phase III of the Boardwalk
- Learning through Exploration

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- Playgrounds
- Research & Monitoring
- Public and Private Partnerships
- Funding
- Board of Directors and Staff

Discusstion
Motion to accept the Grass River Natural Area 2025 Annual Report made by Commissioner Terry VanAlstine and seconded by Commissioner Jason Helwig
Motion carried as follows: Yes – Unanimous; No – None; Absent – None.
Passed 5 – 0

MSU EXTENSION

Jennifer Berkey District 3 Director presented the MSU Annual Report for the Year of 2025
Covered:
Message from the district director

- Agriculture Program
  - Workshops
  - Grape & Wine Industry in 2025
  - Pollinators
- 4-H Program
- Snap-Ed Program
- Product Program
- Good Governance/Sea Gran
- Staff Serving Antrim County

Discussion
Motion to accept the MSU Extension 2025 Annual Report made by Commissioner Ray Scola and seconded by Commissioner Terry VanAlstine
Motion carried as follows: Yes – Unanimous; No – None; Absent – None.
Passed 5 – 0

MICHIGAN DEPARTMENT OF HEALTH AND HUMAN SERVICES

Maureen Clore presented the MDHHS Annual Report for the Year of 2025
Covered:
Mission of MDHHS

- Assistance Payments Programs
- Financial Assistance to Antrim County Residents
- Community Resource Program
- Child Welfare Initiatives
- CSA Teaming Model
- Child Welfare Program
- Adult Services Program
- Social Welfare Fund

Discussion
Motion to accept the Department of Health & Human Services 2025 Annual Report made by Commissioner Terry VanAlstine and seconded by Commissioner Jason Helwig
Motion carried as follows: Yes – Unanimous; No – None; Absent – None.
Passed 5 – 0

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ANTRIM COUNTY ROAD COMMISSION

Burt Thompson, Road Engineer presented the Antrim County Road Commission Report for the Year of 2025.

Covered:

Introduction to the ACRC

- Revenues
- Expenses
- Road Projects
- County Road Pavement Conditions
- County Road Needs
- Annual Financial Report
- Financial Report (audit)
- Road Projects Completed Report

Discussion

Motion to accept the Antrim County Road Commission 2025 Annual Report made by Commissioner Jason Helwig and seconded by Commissioner Ray Scola

Motion carried as follows: Yes – Unanimous; No – None; Absent – None.

Passed 5 – 0

ANTRIM COUNTY TREASURER ANNUAL REPORT

Written Submission Only

Covered:

Mission Statement

- 2025 Operational Highlights
- Strategic Outlook
- Financial Reporting
- Tax Administration & Delinquency
- Community & Specialized Services
- Office Operations
- Looking Ahead

No Discussion

Motion to accept the Antrim County Treasurer 2025 Annual Report made by Commissioner Terry VanAlstine and seconded by Commissioner Ray Scola

Motion carried as follows: Yes – Unanimous; No – None; Absent – None.

Passed 5 – 0

ANTRIM COUNTY PROSECUTING ATTORNEY'S OFFICE ANNUAL REPORT

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Wilson D Brott, Prosecuting Attorney presented the Antrim County Prosecuting Attorney's Report for the Year of 2025.

Covered:

Overview

- 2025 Funding
- Expenditures and Revenues
- Criminal Screening and Case Referrals received
- Challenges in a Digital World
- Case Management Software
- Goals for Next Year

Motion to accept the Prosecuting Attorney 2025 Annual Report made by Commissioner Terry VanAlstine and seconded by Commissioner Ray Scola.
Motion carried as follows: Yes – Unanimous; No – None; Absent – None.

Passed 5 – 0

HEALTH DEPARTMENT TCE PLUME UPDATE

Presented by Jeremy Fruk, Environmental Health Division of Northwest Michigan and Casey Clement, Mental Health Coordinator.

Covered Origination and Spread of the TCE Plume.

- Policy for new wells/property development
- EGLE Wickes Manufacturing TCE Plume
- Sites for Fact Sheets on TCE Plume
- Technical Guidance
- Heath Department website

Discussion

Action Request

Submitted by Jeremy Scott, County Administrator to approve the 2026 Tax Rate Request (L-4029) and that the County operating millage be set at **5.2121** mill, the commission on Aging at 0.3860 mill, Meadow Brook Medical Care Facility at 0.9177 mill, Antrim Conservation District at 0.0964 mill, E-911 at 0.4752 mill, and the recycling millage at 0.1548 mill or as otherwise allowed and to authorize the Board Chair and County Clerk to execute the L-4029 Tax rate Request.

Discussion

Motion made by Commissioner Bill Hefferan seconded by Commissioner Terry VanAlstine

Motion carried as follows: Roll Call: Commissioner Ray Scola – No
Commissioner Jarris Rubingh – No
Commissioner Jason Helwig - Yes
Commissioner Terry VanAlstine – Yes
Commissioner Bill Hefferan - Yes

Claims & Accounts

Motion made by Commissioner Ray Scola and seconded by Commissioner Bill Hefferan to approve Claims and Accounts in the amount of $141,440.23.

Motion carried as follows: Yes – Unanimous; No – None; Absent – None.

Passed 5 –0

Action Request:

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Submitted by Britten Harrison, Community Corrections Manager

RESOLUTION #15 – 2026
13th CIRCUIT COURT COMMUNITY CORRECTIONS
GRANTT APPLICATION TO MDOC FOR FY2027

WHEREAS on June 4, 2026 the Antrim County Board of commissioners was presented the yearly Plans and Services Grant Application for the Department of Corrections, Office of Community Corrections and has been submitted to the Board of commissioners for approval; and

WHEREAS the grant is for one year starting with October 1, 2026, in the amount of $316,051.25; and

WHEREAS now the application requires approval from the Antrim County Board of Commissioners to continue funding for the next fiscal year with no changes or amendments.

NOW, THEREFORE, BE IT RESOLVED that the Antrim County Board of commissioners approves the submission of the 13th Circuit Court Community Corrections FY2027 Grant Application as presented.

Motion made by Commissioner Terry VanAlstine seconded by Commissioner Jason Helwig
Motion carried as follows: Roll Call: Commissioner Jason Helwig – Yes
Commissioner Ray Scola – Yes
Commissioner Terry VanAlstine - Yes
Commissioner Jarris Rubingh – Yes
Commissioner Bill Hefferan - Yes
Motion carried as follows: Yes – 5 - No – 0; Absent – None.
Passed 5 - 0

Action Request

Submitted by George Lasater, Undersheriff to authorize the following budget amendments to fund **246.000** K-9 program:

246.000-301.00-728.000 – **1,100**
246.000-301.00-727.101 – **1,500**
246.000-301.00-958.000 – **2,100**
246.000-301.00-980.000 – **6,000**

Discussion
Motion to approve the Budget Amendments made by Commissioner Terry VanAlstine seconded by Commissioner Bill Hefferan
Motion carried as follows: Yes – Unanimous; No – None; Absent – None.
Passed 5 – 0

Action Request

Submitted by George Lasater, Undersheriff to authorize the following budget amendments to funds **245.000** LED (Law Enforcement Distribution) and fund **241.001** CPE (Continuing Professional Education) from fund balance:

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245.000-301.00-727.000 – **8,000**
214.001-301.00-861.000 – **3,000**
214.001-301.00-955.000 – **20,400**

Discussion
Motion made by Commissioner Jason Helwig seconded by Commissioner Ray Scola
Motion carried as follows: Yes – Unanimous; No – None; Absent – None.
Passed 5 – 0

Action Request

Submitted by Kevin Hoch, Antrim County Sheriff to authorize the Antrim County Sheriff to execute an inmate health services contract with Dr. Ann Kuenker, DO as correctional facility physician from June 1, 2026 through December 31, 2027 at a monthly cost of **$2,300**.
No Discussion
Motion to authorize made by Commissioner Jason Helwig seconded by Commissioner Ray Scola
Motion carried as follows: Yes – Unanimous; No – None; Absent – None.
Passed 5 – 0

Action Request

Submitted by Mitch Bart, Maintenance Director to authorize the expenditure of $17,290 to SA Morman & Co. for replacement door hardware.
No Discussion
Motion to authorize the expenditure made by Commissioner Terry VanAlstine and seconded by Commissioner Jason Helwig.
Motion carried as follows: Yes – Unanimous; No – None; Absent – None.
Passed 5 – 0

Action Request

Submitted by Brandon Corbin, Director Veterans Affairs to authorize the Chair to execute the Inspired Development Contract for grant resourcing and application writing for the Antrim County Veterans Affairs in the amount of **$2,700**.
Discussion
Motion to authorize to execute the IDC Grant made by Commissioner Jason Helwig and seconded by Commissioner Ray Scola.
Motion carried as follows: Yes – Unanimous; No – None; Absent – None.
Passed 5 – 0

Action Request

Submitted by Paula Chermside to authorized the Commission on Aging Director to submit a multi-year minimum 10% match grant for Older American Service Grants awarded through the Area Agency on Aging of Northwest Michigan
Discussion
Motion to authorize the expenditure made by Commissioner Jason Helwig and seconded by Commissioner Terry VanAlstine.
Motion carried as follows: Yes – Unanimous; No – None; Absent – None.
Passed 5 – 0

Administrator Report

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Discussed #4 Lower chain.
Discussed trip to Georgia to look at jail equipment, steel cells for the opportunity of cost savings and extended wear.

Chairman Report: Mana Robertson, Administrator of Meadow Brook is retiring at the end of this month If in the area June 30th stop in to wish her well.

Various Matters

Commissioner Ray Scola enjoys being a citizen in Antrim County.

Public Comment

2 Citizens gave Public Comment

Meeting Adjourned: 11:56 a.m.

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CHAIRMAN – WILLIAM HEFFERAN

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CLERK - VICTORIA BISHOP