ANTRIM COUNTY BOARD OF COMMISSIONERS **Thursday December 18th, 2025**

MEETING MINUTES

The Chair William Hefferan called the meeting to order at 6:30 p.m.

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

Commissioner Jason Helwig was passed the Invocation

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

PUBLIC COMMENT:

Rubingh Family sang Christmas songs for the Board

Approval of the Agenda:

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

Approval of the Minutes:

Approval to accept December 4th, 2025 Regular Meeting minutes motion made by Terry VanAlstine seconded by Commissioner Jason Helwig.
Motion carried as follows: Yes – Unanimous; No – None; Absent – None
Motion Passed 5 – 0

LIAISON REPORTS/COMMITTEE REPORTS:

Commissioner Jarris Rubingh reported on North Country Community Mental Health reporting that they have 2 Properties they have space in Gaylord one on the Alpine Center and one on Cross St. The County owns the one on Alpine Center and they are in the process of emptying it because it is on the schedule to be demolished in the next 2 Years. They are gradually moving people out. They are looking at buying across the street from Otsego County. Finances at the end of November 2025 $10,366,000.00. Attended the GTI Christmas Party.

Commissioner Bill Hefferan reported the Christmas Party at GTI was a good outcome. And thanked them for inviting the Commissioners. They had a wonderful time. At Meadowbrook today a young lady from Bel Air Lofts presented an update to them as to where they are, at this time.

Jeremy Scott reported PMR is focusing on the new Jail.

Claims and Accounts

Motion to accept Claims & Accounts in the amount of $197,271.26 made by Commissioner Terry VanAlstine seconded by Commissioner Bill Hefferan.
Motion carried as follows: Yes – Unanimous; No – None; Absent - None
Motion Passed 5 – 0

Sheriff Kevin Hoch presented awards to Jennifer Veenstra for service above and beyond.
Deputy Joshua Nycz for saving an individual from an overdose.
Sgt Mike Knight for assisting another Sgt on apprehending a suspect.

Leslie Meyers, Drain Commissioner presented a report on Special Assessment Districts.
Discussion

Chairman's Appointments for 2026:

Commission on Aging

Motion made by Commissioner Terry VanAlstine, seconded by Commissioner Jason Helwig, to confirm the Chairman's appointment of Sally Hannert to fill the 3-year term expiring on December 31, 2028 on the Antrim County Commission on Aging Advisor Board.

Motion carried as follows: Yes – Unanimous; No – None; Absent - None
Motion Passed 5 – 0

Antrim County Construction Code Board of Appeals

Motion made by Commissioner Terry VanAlstine, seconded by Commissioner Jason Helwig, to accept the Chairman's appointment of Robert Silk, Michael Lanning, Timothy Moore, and Amy Russell to fill the 2-year term expiring on December 31, 2027, and Jackie Peterson to fill the partial term expiring on December 31, 2026 on the Antrim County Construction Code Board of Appeals.

Motion carried as follows: Yes – Unanimous; No – None; Absent - None
Motion Passed 5 – 0

E911 Board

Motion made by Commissioner Jarris Rubingh, seconded by Commissioner Ray Scola, to accept the Chairman's appointment of Michael Bertram to fill the 3-year term expiring on December 31, 2028 on the Antrim County E911 Board.

Motion carried as follows: Yes – Unanimous; No – None; Absent - None
Motion Passed 5 – 0

Motion made by Commissioner Ray Scola, seconded by Commissioner Terry Va,to confirm the Antrim County Road Commission's appointment of Burt Thompson as the Antrim County Road Commission representative to the Antrim County 911 Board.

Motion carried as follows: Yes – Unanimous; No – None; Absent - None
Motion Passed 5 – 0

Economic Development Corporation

Motion made by Commissioner Terry VanAlstine, seconded by Commissioner Jason Helwig to accept the Chairman's appointment of Joseph Fisher to fill a partial Term expiring on December 31, 2026, and Peter Garwood to fill a 6-year term expiring on December 31, 2031 on Antrim County Economic Development Corporation and Brownfield Redevelopment Authority.

Motion carried as follows: Yes – Unanimous; No – None; Absent - None
Motion Passed 5 – 0

Northern Lakes Economic Alliance

Motion made by Commissioner Jason Helwig, seconded by Commissioner Terry VanAlstine to accept the Chairman's appointment of Jeremy Scott and James Dunn to fill the terms expiring on December 31, 2027, on the Northern Lakes Economic Alliance Board of Directors.

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

Motion Passed 5 – 0

Planning Commission

Motion made by Commissioner Jason Helwig, seconded by Commissioner Jarris Rubingh to accept the Chairman's appointment of Duane Meyers and James Gurr to fill the 3-year term expiring on December 31, 2028 on the Antrim County Planning Commission.

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

Motion Passed 5 – 0

Veterans Affairs Committee

Motion made by Commissioner Jason Helwig, seconded by Commissioner Terry VanAlstine to accept the Chairman's appointment of Timothy Cary, Joseph Renis, and Wayne Farmer to fill the 4-year term expiring on December 31, 2029 on the Antrim County Veterans Affairs Committee.

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

Motion Passed 5 – 0

Action Request: To authorize the Chair to execute the five-year contract with Axon for digital evidence storage, staff evidence review, and efficient transmittal to the defense for the Prosecuting Attorney's office, contingent on legal review.

Motion made by Commissioner Terry VanAlstine seconded by Commissioner Jason Helwig

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

Motion Passed 5 – 0

Action Request: To authorize the Chair to execute an agreement with Crosscheck IFE for the independent fee estimate for the apron Rehabilitation/Reconstruction project

Motion made by Commissioner Terry VanAlstine seconded by Commissioner Jason Helwig

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

Motion Passed 5 – 0

Action Request: To accept and authorize the Chair to sign the State of Michigan Public Assistance Grant Program Grant Agreement.

Motion made by Commissioner Terry VanAlstine seconded by Commissioner Jason Helwig

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

Motion Passed 5 – 0

Action Request: To accept and authorize the Chair to execute the Paddle Antrim Ripple Effect Mini-Grant Agreement to put funding towards purchasing of Binoculars to be used by Antrim County Emergency Services and the CERT team.

Motion made by Commissioner Jason Helwig seconded by Commissioner Terry VanAlstine

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

Motion Passed 5 – 0

Antrim Conservation District Combined Services Agreement

Motion made by Commissioner Jason Helwig seconded by Commissioner Bill Hefferan the authorize the Board Chair to execute the 4-year agreement with Antrim Conservation District, beginning January 2, 2026 and expiring December 31, 2029, for Household Hazardous Waste Program Management and Countywide Recycling Program Management.

Discussion

Roll Call Vote: Commissioner Jason Helwig – Yes
Commissioner Terry VanAlstine – Yes
Commissioner Ray Scola – No
Commissioner Jarris Rubingh – No
Commissioner Bill Hefferan – Yes
Motion Passed 3 – 2

Motion made by Commissioner Terry VanAlstine seconded by Commissioner Jason Helwig to authorize the Board Chair to execute the one-year agreement between Antrim County and the Antrim Conservation District, effective January 2, 2026 and expiring on December 31, 2026 to provide contracted County Forester services.

Motion carried as follows: Yes – Unanimous; No – None; Absent - None
Motion Passed 5 – 0

General Bargaining Unit Agreement

Motion to move into closed session with the County Administrator, Human Resources Director, and the County Clerk @7:37 pm made by Commissioner Bill Hefferan seconded by Commissioner Jarris Rubingh.

Motion carried as follows: Yes – Unanimous; No – None; Absent - None
Motion Passed 5 – 0

CLOSED SESSION
OPENED UP @7:51

Motion made by Commissioner Terry VanAlstine seconded by Commissioner Jason Helwig to approve increasing the 2026 contractual 3% wage increase to 4% for the general bargaining unit beginning January 2, 2026 and authorize the finance director to make the budget amendment from contingencies**.**

Roll Call Vote: Commissioner Jason Helwig – Yes
Commissioner Ray Scola – Yes
Commissioner Jarris Rubingh – Yes
Commissioner Terry VanAlstine – Yes
Commissioner Bill Hefferan – Yes
Motion Passed 5 – 0

County Administrator Report

Commissioner Jarris Rubingh asked about Pro's and Con's of having a project manager on the Public Safety Center.

Administrator Jeremy Scott Said Pro's was experience, Con's Cost. He believes with experience comes the knowledge of where to safe costs.

Treasurer's Report

No Questions

Various Matter: Commissioner Ray Scola wanted to give a shout out to Bellaire High School did a great job at GTI Christmas Party.

Meeting Adjourned: 8:05 pm

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CHAIRMAN – WILLIAM HEFFERAN

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CLERK - VICTORIA BISHOP