

**ORGANIZATIONAL MEETING**

Sheryl Guy, County Clerk, called the meeting to order at 9:02 a.m.

Present:        District #2        Melissa Zelenak  
                 District #3        Karen Bargo  
                 District #4        Ed Boettcher  
                 District #5        Bryan Smith  
                 District #6        Brenda Ricksgers  
                 District #7        Dawn LaVanway  
                 District #8        Scott Kruger  
                 District #9        Christian Marcus

Absent:         District #1        David Heeres

Pledge of Allegiance to the U.S. flag.

Invocation was offered by Scott Kruger.

The County Clerk requested Public Comment. There was none.

The County Clerk appointed Peter Garwood, County Administrator teller of the election for Chairman of the Board.

The County Clerk requested nominations for Chairman.

Christian Marcus nominated Ed Boettcher.  
Dawn LaVanway nominated Karen Bargo.

Commissioner Ed Boettcher and Commissioner Karen Bargo both spoke in support of their nomination to fill the position of Chairman of the Antrim County Board of Commissioners.

It was moved by Smith, seconded by Ricksgers that the nominations be closed and a secret ballot be cast for Chairman of the Board of Commissioners. Motion carried as follows: Yes – Zelenak, Bargo, Boettcher, Smith, Ricksgers, LaVanway, Kruger, Marcus; No – None; Absent – Heeres.

The teller, Peter Garwood, County Administrator announced the secret ballot tally as follows:

Votes cast for Ed Boettcher for Chairman:        5  
Votes cast for Karen Bargo for Chairman:        3

**Ed Boettcher was Declared Chairman.**

Ed Boettcher took the Chairman's seat and conducted the remainder of the meeting.

The Chairman requested nominations for the Vice Chairman.

Bryan Smith nominated Karen Bargo for Vice Chairman.



It was moved by Kruger, seconded by Smith that the nominations be closed and a unanimous ballot be cast for Karen Bargy for Vice Chairman of the Antrim County Board of Commissioners. Motion carried as follows: Yes – Zelenak, Bargy, Boettcher, Smith, Ricksgers, LaVanway, Kruger, Marcus; No – None; Absent – Heeres.

**Karen Bargy was Declared Vice Chairman.**

Commissioner Zelenak and Commissioner Bargy presented a proposal to eliminate standing committee structure and to set full Board of Commissioners meeting dates for a six month trial period starting February 2018, meeting to be held on the 2<sup>nd</sup> and 4<sup>th</sup> Thursday of each month at 9:00 a.m., excluding January 25, 2018 in order to accommodate staff implementation of processes. A proposal to improve communication, streamline processes and promote efficient use of time.

Smith left meeting at 10:14 a.m. and returned at 10:17 a.m.

Discussion followed.

It was moved by Bargy, seconded by Zelenak to eliminate standing committee structure and to set full Board of Commissioner meeting dates for a six month trial period starting April 2018, meeting to be held on the 2<sup>nd</sup> and 4<sup>th</sup> Thursday of each month at 9:00 a.m., in order to accommodate staff implementation of processes. Motion as follows: Yes – Zelenak, Bargy, LaVanway, Marcus; No – Boettcher, Smith, Ricksgers, Kruger; Absent – Heeres. **TIE VOTE – MOTION FAILS**

**RESOLUTION # 01-2018** By Scott Kruger, seconded by Brenda Ricksgers

**REGULAR BOARD MEETING DAYS AND TIMES**

**BE IT HEREBY RESOLVED** the 2018 regular meeting of the Antrim County Board of Commissioners be held on the 2<sup>nd</sup> Thursday of each month at 9:00 a.m. in the Commissioners' Room of the Antrim County Building.

Yes – Zelenak, Bargy, Boettcher, Smith, Ricksgers, LaVanway, Kruger, Marcus;  
No – None;  
Absent – Heeres.

**RESOLUTION #01-2018 DECLARED ADOPTED.**

**RESOLUTION #02-2018** By Scott Kruger, seconded by ~~Brenda Ricksgers~~ Bryan Smith.

**BOC Correction 1/11/2018**

**CIVIL RIGHTS ACT/AMERICANS WITH DISABILITIES ACT  
AND FAMILY MEDICAL & FAMILY LEAVE ACT**

**WHEREAS**, Antrim County desires to comply with the Civil Rights Act of 1964, the Americans with Disabilities Act of 1990, and the Family and Medical Leave Act of 1992 in all entities:



**RESOLUTION #02-2018 continued.**

**BE IT THEREFORE RESOLVED** that, Antrim County shall comply with the Civil Rights Act of 1964, the Americans with Disabilities Act of 1990, and the Family and Medical Leave Act of 1992 in the employment and retention of personnel, and all other phases pursuant to these Acts, and affirms its policy prohibiting discriminatory practices, policies, and customs that violate the rights of any citizen or lawful permanent resident of the United States on the basis of race, color, national origin, religion, creed, sex, age, weight, height, marital status, or physical disability and/or ability and hereby adopts a broadened policy encouraging participation of minorities, the handicapped, and the disabled.

Yes – Zelenak, Bargy, Boettcher, Smith, Ricksgers, LaVanway, Kruger, Marcus;

No – None.

Absent – Heeres.

**RESOLUTION #02-2018 DECLARED ADOPTED.**

**RESOLUTION #03-2018** By Bryan Smith, seconded by Brenda Ricksgers

**DISTRIBUTION OF MINUTES**

**WHEREAS**, Public Act #344 of 1982 changes and extends the procedures under which the Board of Commissioners must make the report of its meetings available to the public, and,

**WHEREAS**, the Antrim County Board of Commissioners intends to continue the procedure under which it is currently making the report of its meetings available to the public;

**BE IT THEREFORE RESOLVED** that, pursuant to P.A. #344 of 1982, the Antrim County Board of Commissioners will direct the County Clerk to make a report of sessions of the Board available as soon as possible after each session in the Office of the County Clerk for public inspection and copying without charge, and

**BE IT FURTHER RESOLVED**, that, pursuant to P.A. 344 of 1982, sec. 9c, copies of the report of each session will be mailed or e-mailed upon request without charge, and

**BE IT ALSO FURTHER RESOLVED** that, it be advertised in the County newspapers that the report of each open session is available from the Office of the County Clerk without charge.

**BE IT ALSO FURTHER RESOLVED** that, the County Board of Commissioners minutes be posted on the Antrim County web site when available and approved.

Yes – Zelenak, Bargy, Boettcher, Smith, Ricksgers, Kruger, Marcus;

No- None;

Absent- Heeres.

**RESOLUTION #03-2018 DECLARED ADOPTED.**



**RESOLUTION #04-2018** By ~~Bryan Smith~~ **Karen Bargy**, seconded by ~~Brenda Ricksgers~~ **Scott Kruger**  
**BOC Correction 1/11/2018**

**ANNUAL REPORTS**

**WHEREAS**, Michigan P.A. 156 of 1851, as amended, confers on Boards of Commissioners the following power "...require a county officer whose salary or compensation is paid by the County to make a report under oath to the County Board of Commissioners on a subject connected with the duties of that office...";

**BE IT THEREFORE RESOLVED** that, the following county officers be required to make a 2017 Annual Report in the form stipulated by the Board of Commissioners by the second Thursday, in July 2018: Prosecuting Attorney, Sheriff, County Clerk, County Treasurer, Register of Deeds, Drain Commissioner, Dam Operator, County Surveyor, Probate Judge, District Court, Circuit Court, Abstractor, County Administrator, Planning Director, County Accountant, Building Official, Animal Control Officer, ACT Director, Airport Manager, Housing Director, I.T. Coordinator, Commission on Aging Director, Medical Examiner, Emergency Services Coordinator, and Veterans' Counselor, and also the following Agencies: North Country Community Mental Health, Meadow Brook Medical Care Facility, and Department of Human Services, MSU Extension, Antrim Conservation District (County Forester, Soil Erosion Control), Antrim County Community Collaborative, Road Commission, Northern Lakes Economic Alliance, Grass River Natural Area, Inc., Meadowview Apartments, the Antrim County Fair Board and Other Agencies contractually required to report to the County.

**BE IT ALSO RESOLVED** that, each report last not more than fifteen (15) minutes.

Yes – Zelenak, Bargy, Boettcher, Smith, Ricksgers, LaVanway, Kruger, Marcus;

No – None;

Absent – Heeres.

**RESOLUTION #04-2018 DECLARED ADOPTED.**

It was moved by Ricksgers, seconded by Kruger the Antrim County Commissioners' Procedures as approved in April 13, 2000 and amended February 8, 2001, February 14, 2002, November 14, 2002, February 9, 2006, January 7, 2010, January 12, 2012, January 3, 2013, March 14, 2013, October 9, 2014, November 13, 2014, January 5, 2015, June 11, 2015, January 4, 2016, and April 13, 2017 continue to be used in the year 2018. Motion carried as follows: Yes – Zelenak, Bargy, Boettcher, Smith, Ricksgers, LaVanway, Kruger, Marcus; No – None; Absent – Heeres.



**RESOLUTION #05-2018** By Melissa Zelenak, seconded by Scott Kruger

**DEPOSITORIES**

**BE IT HEREBY RESOLVED**, the Antrim County Board of Commissioners hereby adopts the following institutions and their subsidiaries as depositories of Antrim County funds for the year 2018:

Alden State Bank  
 Bank of America  
 Charlevoix State bank  
 Chemical Bank  
 Comerica  
 Fifth Third Bank  
 First Federal of Northern Michigan  
 Flagstar Bank  
 Huntington Bank            \*Main Depository  
 PNC Bank  
 Morgan Stanley  
 Fifth Third Securities, Inc.  
 J.P. Morgan Chase & Co  
 Michigan CLASS  
 UBS Financial Service Inc.

**NOW THEREFORE BE IT RESOLVED**, that the County Treasurer be authorized to use these designated institutions.

Yes – Zelenak, Bargy, Boettcher, Smith, Ricksgers, LaVanway, Kruger, Marcus;  
 No – None;  
 Absent – Heeres.

**RESOLUTION #05-2018 DECLARED ADOPTED.**

**RESOLUTION #06-2018** By Karen Bargy, seconded by Dawn LaVanway

**TAX WAIVERS**

**BE IT HEREBY RESOLVED** that the Antrim County Board of Commissioners provides all of the following for taxes paid before May 1 in the first year of delinquency for the homestead property of a senior citizen, paraplegic, eligible serviceman, eligible veteran, eligible widow, totally and permanently disabled, or blind person, as those persons are defined in Chapter 9 of the Income Tax Act of 1967 PA 281, MCL 206.501 to 206.532, if a claim is made before February 15 for the credit provided by Chapter 9 of the income tax act of 1967, 1967 PA 281, MCL 206.501 to 206.532, if that claimant presents a copy of the form filed for the credit to the county treasurer, and if that claimant has not received the credit before March 1:

- a. Any interest, fee, or penalty in excess of the interest, fee or penalty that would have been added if the tax had been paid before February 15 is waived.



**RESOLUTION #06-2018 continued.**

- b. Interest paid under subsection (1) of section 89 (1)(a) is waived unless the interest is pledged to the repayment of delinquent tax revolving fund notes or payable to the county delinquent tax revolving fund, in which case the interest shall be refunded from the general fund of the county.
- c. The county property tax administration fee is waived.

**BE IT FURTHER RESOLVED** that the Antrim County Board of Commissioners approves the following:

- a. The treasurer of the local tax collecting shall indicate on the delinquent tax roll if a 1% property tax administration fee was added to taxes collected before February 15.
- b. The fees authorized and collected under this section and credited to the delinquent property tax administration fund shall be used by the department of treasury to pay expenses incurred in the administration of this act.
- c. The county property tax administration fee shall be used by the county to offset the costs incurred in and ancillary to collecting delinquent property taxes and for purposes authorized by sections 87b and 87d.

Yes- Zelenak, Bargy, Boettcher, Smith, Ricksgers, LaVanway, Kruger, Marcus;

No- None;

Absent – Heeres.

**RESOLUTION #06-2018 DECLARED ADOPTED.**

It was moved by Marcus, seconded by Zelenak that the Chairman was authorized to execute an application for the Michigan Affairs Agency County Incentive Grant in the amount of \$10,000.00 at the meeting of December 14, 2017 and that the original grant application be **amended**, to apply for a grant totaling \$15,000.00. Motion carried as follows: Yes – Zelenak, Bargy, Boettcher, Smith, Ricksgers, LaVanway, Kruger, Marcus; No – None; Absent – Heeres.

Peter Garwood, County Administrator provided an update on the Bank Building and the progress of negotiating new agreements with both tenants that will reduce space rented and will result in a partial shutdown of the building.

The Chairman requested that three (3) Board members volunteer to meet prior to the Board of Commissioners' meeting on January 11, 2018 at 8:30 a.m. to review Claims and Accounts.

Volunteers: Zelenak, Ricksgers and Kruger

The Chairman requested Public Comment. There was none.

The meeting adjourned at 10:55 a.m.

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Sheryl Guy, County Clerk

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Edgar Boettcher, III, Chairman



The Chairman called the meeting to order at 9:00 a.m.

Members present: David Heeres, Melissa Zelenak, Karen Bargy, Edgar Boettcher, Brenda Ricksgers, Dawn LaVanway, Christian Marcus.

Absent: Bryan Smith.

Pledge of Allegiance to the U.S. flag.

Moment of Silence

The Chairman requested Public Comment. Commissioner Bargy spoke on a comment made by the Chairman at the last Board meeting in reference to the 911 Board by passes the Health and Public Safety Committee, and all the committees' reporting practices be addressed the same. Public comment closed at 9:05 a.m.

It was moved by Bargy, seconded by LaVanway that the agenda be amended to add Human Resources and the functions handled by the County Administration, County Clerk and other departments that engage in functions of Human Resources. Motion carried as follows: Yes- Heeres, Zelenak, Bargy, Boettcher, Ricksgers, LaVanway, Kruger, Marcus; No – None; Absent – Smith.

Commissioner Bryan Smith arrived to meeting at 9:07 a.m.

It was moved by Lavanway, seconded by Kruger that the minutes of December 14, 2017 be corrected with the motions that had been rescinded be indented to stand out. Motion carried – all present voting yes.

It was moved by LaVanway, seconded by Kruger that the minutes of the Organizational meeting of January 3, 2018 be corrected. Motion carried – all present voting yes.

Peter Garwood, County Administrator spoke to the Board addressing Human Resource functions as requested from the December 14, 2017 meeting of the Board and an update for the American Waste Transfer Station Lease Agreement Summary.

The report included the Human Resource duties of the Administration Office, a survey was conducted of Commission on Aging, Antrim County Transportation, Register of Deeds Office, Prosecuting Attorney Office, Sheriff Office and the County Treasurer Office and that the report generated for the Clerk Office was from the prior information submitted and that she requested that she provide the Board with her detail separately.

Discussion followed: Regarding the purpose of creating a Human Resource Department and the goals of the Board. With the current processes being shared by the Administration Office, the Clerk's Office and other county departments engaged in Human Resource activity and functions for their departments. It was requested that an Ad Hoc Committee be formed to study the current processes, identify needs and recommend options for an ideal Human Resource job description and/or option for the future needs of the county.

The Chairman announced that he would make a recommendation later in the meeting.



It was moved by Marcus, seconded by Boettcher that the Chairman be authorized to execute the Property Lease Agreement between Antrim County and American Waste for the construction and operation of a solid waste transfer station on County Property, located at the intersection of US 131 and M-32 in Warner Township (Parcel #05-15-023-011-30). Motion carried as follows: Yes – Heeres, Zelenak, Boettcher, Smith, Ricksgers, Marcus; No – Bargy, LaVanway, Kruger; Absent – None.

Peter Garwood, County Administrator provided an update on the following issues:

- A hearing is scheduled in District Court - Small Claims Division for the unpaid tuition reimbursement of former employee Casey Guthrie on January 29<sup>th</sup>, 2018.
- The Parity study for the Probate/Family Court Reporter was postponed at the request of Judge Hayes as he was unable to attend meeting.
- County Building Security Issue – Continues to work with the Maintenance Director regarding the ability to transfer door openers or replace and working with the Sheriff to estimate cost for building security.
- Bank building rental agreement negotiations with the Realtor to be increased to \$320.00 and that a temporary wall be erected that will close off 66% of building.
- Antrim County Facilities Master Plan – Byce & Associates Inc. and Securitecture Engineers/Architects performed a walk through Campus and their Facilities Master Plan Questionnaires have been sent to all Campus departments.
- Correspondence from Smith & Johnson, Attorneys, P.C. request to provide Board with Opioid Litigation update.
- Building Department Official announced that Dawn Fant will be retiring and requested Board action to release funds and authorize hiring process.
- Master Plan next step is to set Public Hearing.

It was moved by Heeres, seconded by Zelenak that funds be released and the hiring process be authorized to fill the Secretary position due to the retirement of Dawn Fant on March 22, 2018, and the position be filled with a start date of March 1, 2018, allowing for an overlap for training purposes and that the Antrim County Hiring Policy be waived to fill the position and grant hiring authority to the Department Head with assistance from the County Administrator.

Commissioner Bargy requested that the Building Department Official request be **TABLED**.

It was moved by Heeres, seconded by Zelenak that the funds be that the funds be released and the hiring process be authorized to fill the Secretary position due to the retirement of Dawn Fant on March 22, 2018, and the position be filled with a start date of March 26, 2018, and that the Antrim County Hiring Policy be waived to fill position and grant the hiring authority to the Department Head with assistance of the County Administrator.

Commissioner Bargy requested that the Building Department Official request be **TABLED**.

It was moved by Kruger, seconded by Marcus that the County enter into litigation to pursue an Opioid Lawsuit to take action against the pharmaceutical companies joining the growing number of States and Municipalities already involved.



Commissioner Bargy requested that the Opioid Lawsuit action be **TABLED**.

Commissioner Bargy requested an update from the County Administrator on the following:

- GIS Technician relocation to the Building Department
- Equalization Directors attendance per contract
- Employee Handbook
- Medical Investigator meeting

County Administrator spoke of all the County projects and assignments his office has. What they are currently working on is being tracked, prioritized and is available for review.

The Chairman made the following appointments:

#### **STANDING COMMITTEES**

##### **ADMINISTRATION & COUNTY SERVICES**

Christian Marcus, Chairman  
Dave Heeres  
Bryan Smith

##### **BUILDINGS, LANDS & INFRASTRUCTURE**

Bryan Smith, Chairman  
Dawn LaVanway  
Scott Kruger

##### **FINANCE, WAYS & MEANS**

##### **(Committee of the Whole)**

Karen Bargy, Chairman  
Ed Boettcher, first alternate  
Christian Marcus, second alternate

##### **HEALTH & PUBLIC SAFETY**

Brenda Ricksgers, Chairman  
Karen Bargy  
Melissa Zelenak

#### **VARIOUS BOARDS AND COMMISSIONS**

Antrim County Road Commission  
Antrim Conservation District Liaison  
Antrim Creek Natural Area  
Antrim Fair Board Liaison  
Area Agency on Aging  
Capital Improvement Committee  
Commission on Aging  
Community Corrections  
Community Collaborative Board  
E-911 Board  
EDC/BRA Board  
Grass River Natural Area Liaison  
Glacial Hills Joint Recreation Board  
Housing Committee  
Meadow Brook Liaison  
No. Country Community Mental Health  
Northwest Michigan Community Health Dept.

Dawn LaVanway  
Bryan Smith  
Dave Heeres  
Brenda Ricksgers  
Karen Bargy  
Karen Bargy, Scott Kruger, Christian Marcus  
Brenda Ricksgers  
Ed Boettcher  
Bryan Smith  
Brenda Ricksgers  
Dave Heeres  
Christian Marcus  
Bryan Smith  
Scott Kruger, Bryan Smith  
Melissa Zelenak  
Christian Marcus  
Karen Bargy, Melissa Zelenak



**VARIOUS BOARDS AND COMMISSIONERS – CONTINUED.**

Networks Northwest	Ed Boettcher, Melissa Zelenak
Northern Lakes Economic Alliance	Dawn LaVanway
Northern Michigan Counties Association	Christian Marcus
Petoskey Stone Festival	Bryan Smith
Planning Commission	Dawn LaVanway, Christian Marcus
Solid Waste/Recycling	Melissa Zelenak
Veteran's Affairs	Dave Heeres

**Circuit Court and District Court Liaisons:**

Ed Boettcher (Chairman, Board of Commissioners), Debra Haydell (Chief Administrative Fiscal Officer), Karen Bargo (Chairman, Finance, Ways & Means Committee), Peter Garwood (Administrator)

**Additional Appointments****Capital Improvement:**

Mike Hayes, Pete Garwood, Debra Haydell, Valerie Craft, David Vitale

It was moved by Zelenak, seconded by Smith all of the named appointments be approved. Motion carried as follows: Yes – Heeres, Zelenak, Bargo, Boettcher, Smith, Ricksgers, LaVanway, Kruger, Marcus; No – None; Absent – None.

It was moved by Ricksgers, seconded by Kruger that the claims and accounts totaling \$355,403.57 be approved and paid. Motion carried as follows: Yes – Heeres, Zelenak, Bargo, Boettcher, Smith, Ricksgers, LaVanway, Kruger, Marcus; No – None; Absent – None.

The Chairman directed the County Administrator to address the Board Room sound system, to contact the provider for maintenance and to evaluate our current setting and adjust setting as appropriate and that additional training for the system be provided to allow best use of equipment.

Commissioner LaVanway addressed the status of the Wind Turbine presentation. County Administrator informed the Board that the presentation had been postponed.

Commissioner Bargo reported that the Finance Director, Chief Administrative Officer, Deb Haydell will be presenting the 2017 year end budget amendment report at the Finance, Way & Means Committee in February.

It was moved by Zelenak, seconded by Smith, that the County Clerk, Sheryl Guy be authorized to sign and execute the State of Michigan, Michigan Department of State and Antrim County Help America Vote Act (HAVA) Grant Agreement Voting System Hardware, Firmware and Software RE: Master Contract – Dominion Voting Systems, Inc. pending legal review. Motion carried as follows: Yes – Heeres, Zelenak, Bargo, Boettcher, Smith, Ricksgers, LaVanway, Kruger, Marcus; No – None; Absent – None.



It was moved by Smith, seconded by Zelenak, that the funding be released for the purchase of (County Voting System) through the Help America Vote Act (HAVA) Grant Agreement Voting System Hardware, Firmware and Software Re: Master Contract- Dominion Voting System, Inc. and budgeted in the 2018 General Fund, Capital Outlay, Clerk, Equipment (101-901-980.215) in the amount totaling \$20,056.00, pending legal review be approved. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, Ricksgers, LaVanway, Kruger, Marcus; No – None; Absent – None.

It was moved by Bargy, seconded by Zelenak, that the County Clerk, Sheryl Guy be authorized to execute the State of Michigan, Michigan Department of State and County of Antrim Grant Agreement for the Qualified Voter File (QVF) Oracle/Equipment Upgrade Project funded by the Help America Vote Act (HAVA), Title II, Section 25, pending legal review. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, Ricksgers, LaVanway, Kruger, Marcus; No – None; Absent – None.

The Chairman made the following appointments to the Human Resource Ad Hoc Committee for the purpose of identifying the current processes of all those engaging in various duties on behalf of the County, identify the needs of the County, ideal job description of an Human Resource department and director and the options for the County's future needs.

Commissioners- Scott Kruger, Chairman, Melissa Zelenak, Christian Marcus  
County Administrator, Peter Garwood  
County Clerk – Sheryl Guy  
County Treasurer, Sherry Comben

It was moved by Zelenak, seconded by Kruger that the appointments of Kruger, Zelenak, Marcus, Garwood, Guy, and Comben to the Human Resource Ad Hoc Committee be accepted. Motion carried – all present voting yes.

The Chairman requested Public Comment. Commissioner Ricksgers spoke of a complaint regarding incorrect owners and addresses listed on tax bills. County Treasurer, Sherry Comben spoke to the processes for updating information being transferred from the Township Assessors to the Township Treasurers. The processes for townships that are part of the County's agreement and those that are not part of the agreement are different and that there are cut off dates for changes to be processed on tax bills. The Register of Deeds Office provides their updates on a daily basis to the Equalization Department for input. Ms. Comben, also spoke on the contracted Directors of the Equalization Department having requested appropriate staffing of two (2) full time positions and were granted one (1) full time position and one position at 22.5 hours which in this case the Boards decision affects this end result.

Commissioner Marcus expressed his frustration of receiving double emails containing materials such as the agendas, packets, additional and/or late information coming from Clerk and Administration Offices. That the Board moved to be paperless with some members also receiving paper packets, and post packet emails be addressed in Boards rules. That the ability to defer action by any Commissioner of an issue until the following Board meeting if he/she has not had sufficient time (3 days) to consider that issue should be eliminated.

Discussion followed.



The Chairman referred the concerns of Commissioner Marcus to Administration and County Services Committee for further review.

The meeting adjourned at 11: 55 a.m.

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Edgar Boettcher, III Chairman

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Sheryl Guy, County Clerk



The Chairman called the meeting to order at 9:00 a.m.

Members present: David Heeres, Melissa Zelenak, Karen Bargy, Bryan Smith, Edgar Boettcher, Brenda Ricksgers, Dawn LaVanway, Scott Kruger, Christian Marcus.

Absent: None.

Pledge of Allegiance to the U.S. flag.

Invocation offered by Commissioner Kruger.

The Chairman requested Public Comment. Ethan Duffield introduced himself to the Board and spoke of his position with the Northern Lakes Economic Alliance as the Community Liaison. Commissioner Bargy addressed the Board with policy and procedure put into place by this Board. But those policies and procedures are not being followed in good faith and Board directives are not being carried out. This month, there have been three examples:

1) A clause in the Board rules requires the clerk to provide the agenda and attachments 3 days prior to the Board meeting. In addition, materials not provided and submitted after the public agenda is posted, can be deferred if a board member has not had sufficient time (3 days) to consider the issue. Each month there are multiple memos introduced the day prior, or day of the meeting requesting action. Instead of working to submit materials in a timely manner with the agenda, a recommendation was made to reduce sufficient time to 2 days. 2) It is policy and practice the "The hiring of Full-Time positions for any Antrim County Department shall be first approved by the Antrim County Board of Commissioners..." The job for the Building Department secretary has not been approved by the Board, yet has been posted for the past week. 3) An appointment was not approved by the Board in Commissioners but the individual still attended a meeting as a voting member after their term expired. Policy (amended 9/10/15) clearly states that "Appointments will be final upon approval by a majority of the Board of Commissioners in attendance". The individual is keenly aware of these policies and procedures and that the appointment was NOT approved by this Board. That nine (9) members have been elected by the taxpayers and all nine (9) members have voted to adopt these policies and procedures. Nine (9) members are responsible to ensure those entrusted to carry out Board directives are doing so. This is NOT good practice and it will only continue to get worse if not addressed by this Board. When staff blatantly ignores Board directive, they are insubordinate. When the Board allows for the practice to continue, it reflects poorly upon the Board and we appear complacent. Public comment closed at 9:05 a.m.

It was moved by Zelenak, seconded by Ricksgers that the Agenda be approved as presented. Motion carried – all present voting yes.

It was moved by Kruger, seconded by LaVanway that the minutes of January 11, 2018 be approved. Motion carried – all present voting yes.

It was moved by Smith, seconded by Kruger that the appropriation in the amount of \$8,708.02 be approved and paid to the Friends of Glacial Hills Board of Directors for the budget year 2018 and that the funding source be Fund #238 Glacial Hills Grant and that the Finance Director, Chief Administrative Officer, Deb Haydell be authorized to make the appropriate amendments. Motion carried as follows: Yes – Heeres, Zelenak, Boettcher, Smith, Ricksgers, LaVanway, Kruger; No – Bargy, Marcus; Absent – None.



It was moved by Marcus, seconded by Zelenak that the Building, Lands and Infrastructure Committee be assigned the task of revisiting and reviewing the “Intergovernmental Agreement Supporting the Friends of Glacial Hills Recreation Board” term agreement ending on December 31, 2020 and that the Village of Bellaire, Forest Home Township and Friend of Glacial Hills Board of Directors be properly noticed of committee meetings to address review of the contract. Motion carried as follows: Yes – Heeres, Zelenak, Bargo, Boettcher, Smith, Ricksgers, LaVanway, Kruger, Marcus; No – None; Absent – None.

Commissioner Smith left meeting at 9:29 a.m.

The Chairman **TABLED** the appointment of a member from the Building, Lands, and Infrastructure Committee to the Transfer Station Siting Committee.

It was moved by Kruger, and seconded by Zelenak that the Chairman be authorized to execute a one (1) year agreement from 10/01/2017 to 9/30/2018 with the Michigan Department of Environmental Quality (DEQ) and the United States Geological Survey (USGS) for a lake level gauge on the Upper Chain of Lakes (in Central Lake) at a cost of \$5,545.00 to be paid from the 2018 General Fund #101-442-802 as budgeted. Motion carried as follows: Yes – Heeres, Zelenak, Bargo, Boettcher, Ricksgers, LaVanway, Kruger, Marcus; No – None; Absent – Smith.

Theresa Kent, Antrim County Abstractor, presented the Abstractors 2017 Annual Report.

It was moved Ricksgers, seconded by Heeres that the Antrim County Abstractor Annual Report for 2017 be accepted. Motion carried as follows: Yes – Heeres, Zelenak, Bargo, Boettcher, Ricksgers, LaVanway, Kruger, Marcus; No – None; Absent – Smith.

Timothy Smith, Attorney representative of Smith & Johnson, Attorneys, Professional Corporation spoke to the Board on the fatal drug crisis (Opioid Crisis). He spoke of the many States and Municipalities that are joining in the drive to pursue standalone Opioid Lawsuits to take action against the pharmaceutical companies to reduce the number of opioids that are being disseminated, manufactured, and distributed. If the Board chooses to enter into a standalone Opioid Lawsuit the pleadings will include the recovery of any monies that have been spent battling the epidemic as part of a settlement. Smith & Johnson will not require any upfront funding to pursue litigation on behalf of Antrim County, and that their cost will be 30% of final settlement awarded to Antrim County. The firms Damage Team will perform the research of Antrim County records from Sheriff Department, Prosecuting Attorney Office, Probation Departments and both District and Circuit Courts caseloads to gather costs spent by the taxpayers of Antrim County.

**TABLED by Commissioner Bargo - BOC 1/11/2018**

**TABLED:** It was moved by Kruger, seconded by Marcus that the County enter into litigation to pursue an Opioid Lawsuit to take action against the pharmaceutical companies joining the growing number of States and Municipalities.



It was moved by Kruger, seconded by Marcus to pick up from the **TABLE AND WITHDRAW** their motion to enter into litigation to pursue an Opioid Lawsuit to take action against the pharmaceutical companies joining the growing number of States and Municipalities motion be withdrawn. Motion carried – all present voting yes.

**RESOLUTION #07-2018** By Scott Kruger, seconded Christian Marcus

**ANTRIM COUNTY BOARD TO APPROVE  
OUTSIDE COUNSEL FOR OPIOID LITIGATION**

**WHEREAS**, the Antrim County Board of Commissioners (“the Board”) desires legal representation in national litigation that is being waged against manufacturers and distributors of opioids and other culpable parties; and

**WHEREAS**, the participation in such national litigation requires specialized expertise; and

**WHEREAS**, the Board has reviewed the qualifications of Weitz & Luxenberg PC, the Sam Bernstein Law Firm, PLLC and Smith & Johnson Attorneys, PC, and believes that those firms collectively possess outstanding experience and qualifications to represent the County’s interest as it relates to the opioid epidemic.

**NOW, THEREFORE, BE IT RESOLVED** that the Board approves the firms of Weitz & Luxenberg, PC, as special counsel to represent the interest of Antrim County in litigation concerning the opioid epidemic.

Yes – David Heeres, Melissa Zelenak, Karen Bargy, Edgar Boettcher, Brenda Ricksgers, Dawn LaVanway, Scott Kruger, Christian Marcus;

No – None;

Absent – Bryan Smith

**RESOLUTION #07-2018 DECLARED ADOPTED.**

It was moved by Zelenak, seconded by Kruger that the Chairman be authorized to execute the Retainer Agreement between Antrim County, and Weitz & Luxenberg, P.C. (“W & L”), as lead counsel and the Sam Bernstein Law Firm, PLLC, and Smith & Johnson Attorneys, P.C. (collectively, “Claimants Counsel”) to prosecute and adjust for the County of Antrim a claim for past and future damages and/or expenditures caused by the culpable conduct of any and all pharmaceutical manufacturers, distributors and/or retailers of opioid analgesics. The County of Antrim hereby gives Claimant’s Counsel the exclusive right to take all legal steps to enforce its claims, and pending legal review. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Ricksgers, LaVanway, Kruger, Marcus; No – None; Absent – Smith.

Peter Garwood, County Administrator provided an update on the following issues, and reported that he continues to work diligently for the best interest of Antrim County and this Board.

- Casey Guthrie -Tuition Reimbursement Agreement reached prior to Small Claims hearing.



- Antrim County Facilities Master Plan – Surveys completed and sent to Byce & Associates Inc.
- Master Plan – Public hearing set for March 6, 2018 at 5:30 p.m. Planning Commission meeting

Commissioner Bargy asked for additional project updates for the following:

Project/Assignments	Status: County Administrator
Wind Turbine Presentation	Future date to be set due to conflict
Voting Equipment Grant review	Approved by legal
Sound System	Maintenance Completed/Training forthcoming
Equalization Director Compliance Contract	Continues to meet with directors
Employee Handbook -Tuition	No update
Medical Examiner meeting	No meeting set due to conflicts
Master Plan – Comment period	Grand Traverse County sent comment Charlevoix County no comment – No changes
Full-time position Equalization & Abstract	Interviews scheduled
Part-time position – County Clerk	County Clerk – No action being taken due to Human Resource Study

It was moved by Ricksgers, seconded by Zelenak that the Chairman be authorized to execute the Evidence-Based Program Volunteer Personal Services Contract with the Area Agency on Aging of Northwest Michigan (AAANM), on behalf of the Antrim County Commission on Aging for services completed between October 1, 2017 and September 30, 2018. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Ricksgers, LaVanway, Kruger, Marcus; No – None; Absent – Smith.

It was moved by Ricksgers, seconded by Zelenak that the Chairman be authorized to execute the Fiscal Year 2018 Medicare Improvement for Patients and Providers Act (MIPPA), Adult Disabilities Resource Collaborative (ADRC), a Beneficiary Outreach and Assistance Services Sub-Contract Agreement with the Area Agency on Aging of Northwest Michigan (AAANM), on behalf of the Antrim County Commission on Aging. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Ricksgers, LaVanway, Kruger, Marcus; No – None; Absent – Smith.

It was moved by Ricksgers, seconded by Heeres that the Deputy County Administrator Mathew Cooke be appointed as the Public Information Officer for the Antrim County Emergency Operations Plan and that Commissioner Marcus be authorized to attend the training for the Basic Public Information Officer Workshop on May 23 and 24, 2018 as an alternate. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Ricksgers, LaVanway, Kruger, Marcus; No – None; Absent – Smith.

It was moved by Ricksgers, seconded by Zelenak that the Local Emergency Planning Committee (LEPC), Chairman be authorized to execute the Hazardous Materials Emergency Preparedness (HMEP), Grant Application and to submit it to the Emergency Management and Homeland Security Division of the Michigan State Police. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Ricksgers, LaVanway, Kruger, Marcus; No – None; Absent – Smith.



It was moved by Ricksgers, seconded by Zelenak that the Chairman be authorized to execute a service agreement with Tele-Rad, Inc. to maintain the Antrim County Sheriff Department's radio system from January 1, 2018 through December 31, 2018. Motion carried as follows: Yes – Heeres, Zelenak, Bargo, Boettcher, Ricksgers, LaVanway, Kruger; No – Marcus; Absent – Smith.

It was moved by Ricksgers, seconded by Zelenak that the firm Mead and Hunt, Inc. be approved as the provider of professional airport consulting services for the Antrim County Airport. Motion carried as follows: Yes- Heeres, Zelenak, Bargo, Boettcher, Ricksgers, LaVanway, Kruger, Marcus; No – None; Absent – Smith.

**RESOLUTION #08 - 2018** By Brenda Ricksgers, seconded by Christian Marcus

### **FISCAL YEAR 2019 RESOLUTION OF INTENT**

**WHEREAS**, pursuant to Act 51 of the Public Acts of 1951, as amended (Act 51), it is necessary for the Antrim County Board of Commissioners, (hereby known as THE APPLICANT) established under Act 941-933 to provide a local transportation program for the state fiscal year of 2018 and, therefore, apply for state financial assistance under provisions of Act 51; and

**WHEREAS**, it is necessary for the governing body, to name an official representative for all public transportation matters, who is authorized to provide such information as deemed necessary by the State Transportation Commission or department for its administration of Act 51; and

**WHEREAS**, it is necessary to certify that no changes in eligibility documentation have occurred during the past state fiscal year; and

**WHEREAS**, the performance indicators have been reviewed and approved by the governing body.

**WHEREAS**, THE APPLICANT, has reviewed and approved the proposed balance (surplus) budget, and funding sources of estimated federal funds \$154,669, estimated state funds \$327,628, estimated local funds \$175,000, with total estimated expenses of \$836,000.

**NOW THEREFORE**, be it resolved that THE APPLICANT hereby makes its intentions known to provide public transportation services and to apply for state financial assistance with this annual plan, in accordance with Act 51; and

**HEREBY**, appoints Alan Meacham, ACT Executive Director as the Transportation Coordinator, for all public transportation matters, who is authorized to provide such information as deemed necessary by the State Transportation Commission or department for its administration of Act 51 for 2019.

Yes – David Heeres, Melissa Zelenak, Karen Bargo, Ed Boettcher, Brenda Ricksgers, Dawn LaVanway, Scott Kruger, Christian Marcus;

No – None;

Absent – Bryan Smith.

**RESOLUTION #08 - 2018 DECLARED ADOPTED.**



**TABLED by Commissioner Bargy - January 11, 2018 Board meeting:**

**TABLED:** It was moved by Heeres, seconded by Zelenak that funds be released and the hiring process be authorized to fill the Secretary position due to the retirement of Dawn Fant on March 22, 2018, and the position be filled with a start date of March 1, 2018, allowing for an overlap for training purposes and that the Antrim County Hiring Policy be waived to fill the position and grant hiring authority to the Department Head with assistance from the County Administrator.

**TABLED:** It was moved by Heeres, seconded by Zelenak that the funds be released and the hiring process be authorized to fill the Secretary position due to the retirement of Dawn Fant on March 22, 2018, and the position be filled with a start date of March 26, 2018, and that the Antrim County Hiring Policy be waived to fill position and grant the hiring authority to the Department Head with assistance of the County Administrator.

It was moved by Marcus, seconded by Heeres that the **(2) motions Tabled by Commissioner Bargy** regarding the release of funds and hiring process to fill the Secretary position due to the retirement of Dawn Fant be **withdrawn**. Motion carried - all present voting yes.

Discussion followed: Antrim County Hiring Policy – Picking and choosing when the request is made to waive policy and it lacks flex-ability for urgent situations.

It was moved by Marcus, seconded by Heeres that the funds be released and the hiring process be authorized to fill the Full-time Secretary position due to the retirement of Dawn Fant on March 22, 2018, and the position be filled with a start date no earlier than March 5, 2018, allowing for an overlap for training. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Ricksgers, LaVanway, Kruger, Marcus; No – None; Absent – Smith.

The Chairman referred the Antrim County Hiring Policy to the Administrative and County Services Committee for review.

It was moved by Zelenak, seconded by Heeres that the vacant part-time clerk-typist position in the Veterans Affairs Office be reclassified to a full-time position for a Veterans Service Officer I, and that funds be released and the hiring process be authorized. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Ricksgers, LaVanway, Kruger, Marcus; No – None; Absent – Smith.

The Chairman appointed County Administrator, Peter Garwood to the Northern Lakes Economic Alliance term to expire 12/31/2019.

Northern Lakes Economic Alliance      Peter Garwood      term to expire 12/31/2019

It was moved by Heeres, seconded by Marcus that the Chairman's appointment of Peter Garwood to fill the open position to the Northern Lakes Economic Alliance with the term to expire December 31, 2019. Motion carried as follows: Yes – Heeres, Zelenak, Boettcher, Ricksgers, Marcus; No – Bargy, LaVanway, Kruger; Absent – Smith.



It was moved by Heeres, seconded by Kruger that the Chairman be authorized to execute the agreement between Antrim County and “Merchant,” Vantiv, LLC for the provision of credit card services to Antrim County. Motion carried as follows: Yes – Heeres, Zelenak, Bargo, Boettcher, Ricksgers, LaVanway, Kruger, Marcus; No – None; Absent – Smith.

It was moved by Zelenak, seconded by Bargo that the appointment of Mike Paradis to the Human Services/Meadowbrook Governing Board with the expiration date of October 31, 2020 as approved at the October 12, 2017 Board meeting minutes be **Amended** to correct the expiration date to **October 31, 2019**. Motion carried – all present voting yes.

It was moved by Marcus, seconded by Heeres that the Antrim County Board of Commissioners’ Procedures, Section 5.24 be amended as follows:

**5.24 Deferred Action.** Any Commissioner may demand deferral of an issue until the following Board meeting if he/she has not had sufficient time (2 business days) to consider the issue.

Motion carried as follows: Yes – Heeres, Boettcher, Ricksgers, Kruger, Marcus; No – Zelenak, Bargo, LaVanway; Absent – Smith.

Chairman Boettcher left the meeting at 12:30 p.m. returned at 12:33 p.m.

It was moved by Marcus, seconded by Kruger that the Chairman be authorized to execute the letter of support for the Mancelona Economic Development - Mancelona Community’s grant application to the United States Department of Agriculture (USDA) – Rural Development Programs grant application that will provide funding that will help the community to implement their work plan. Motion carried as follows: Yes – Heeres, Zelenak, Bargo, Boettcher, Ricksgers, LaVanway, Kruger, Marcus; No – None; Absent – Smith.

#### **Human Resources – Ad Hoc Committee Report**

The committee created for the purpose of identifying the current processes of all those engaging in various duties on behalf of the County, to identify the needs of the County, ideal job description of a Human Resource Department/Director and to determine the options for the County’s future needs.

County Administrator, Peter Garwood spoke of the meetings held by the committee and the directive to identify County needs and options.

Committee reviewed the following:

- Various descriptions of essential duties/job descriptions for both Director and Specialist
- County Treasurer offered a sample of a job description that she had pulled together by researching various samples.
- Who does what in Antrim County – Duties completed by the Administrator’s Office and duties completed by the County Clerk’s Office with many duties currently being shared by both departments and/or the department heads. Some of the duties identified are not being completed nor do some apply to the County.
- Standalone department or HR under the County Administrator



## Human Resource – Ad Hoc Committee Report – continued.

- Cost to implement a new department such as but not limited to: Salary/benefits/office equipment setup and site in which department would be located.

Peter Garwood, County Administrator pointed out that if this position was approved under his authority that his staff would provide backup for the position.

The Board continued with a lengthy discussion and input from all members was heard.

It was moved by Zelenak, seconded by Kruger that the Human Resource Ad Hoc Committee continues to meet to identify problems that have occurred and will continue to occur to justify the need of the position, then move to justify if the position is to be a standalone department or under the authority of the County Administrator, and cost be justified compared to need. Motion carried as follows: Yes – Heeres, Zelenak, Bargo, Boettcher, Ricksgers, LaVanway, Kruger, Marcus; No – None; Absent – Smith.

**Consent Agenda**

It was moved by Bargo, seconded by Zelenak that the claims and accounts totaling \$218,163.33 be approved and paid. Motion carried as follows: Yes – Heeres, Zelenak, Bargo, Boettcher, Ricksgers, LaVanway, Kruger, Marcus; No – None; Absent – Smith.

It was moved by Bargo, seconded by Zelenak that the Chairman be authorized to execute the Fiscal Year 2019 Contract Clauses Certification from the Michigan Department of Transportation for the Antrim County Transportation. Motion carried as follows: Yes – Heeres, Zelenak, Bargo, Boettcher, Ricksgers, LaVanway, Kruger, Marcus; No – None; Absent – Smith.

It was moved by Bargo, seconded by Zelenak that the Finance Director, Chief Administrative Officer, Deb Haydell be authorized to make the following 2018 budget amendments for the full-time Veteran's Service Officer I, with \$15,000.00 of the required funding to come from the Michigan Veterans Affairs Agency (MVAA) County Incentive Grant (CIG) and the balance from the General Fund Special Projects – Contingencies #101-895-999.

Increase – General Fund, Veterans Affairs, Other Wages	101-682-707	\$ 19,713.75
Decrease – General Fund, Veterans Affairs, Part-Time Wages	101-682-708	\$ -14,886.06
Increase – General Fund, Veterans Affairs, FICA	101-682-715	\$ 482.00
Increase – General Fund, Veterans Affairs, Health Insurance	101-682-716	\$ 11,520.53
Increase – General Fund, Retirement	101-682-718	\$ 3,856.78

Motion carried as follows: Yes – Heeres, Zelenak, Bargo, Boettcher, Ricksgers, LaVanway, Kruger, Marcus; No – None; Absent – Smith.



It was moved by Bargy, seconded by Zelenak to authorize the Finance Director, Chief Administrative Officer, Deb Haydell to make a 2018 budget amendment for the General Fund, Department TNT, Other Services and Charges for \$2,000.00, (101-335-800). Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Ricksgers, LaVanway, Kruger, Marcus; No – None; Absent – Smith.

It was moved by Bargy, seconded by Zelenak to authorize the Finance Director, Chief Administrative Officer, Deb Haydell to make a 2018 budget amendment for the General Fund, Department, Bank Building, Operating Supplies, in the amount of \$334.98, (101-266-741). Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Ricksgers, LaVanway, Kruger, Marcus; No – None; Absent – Smith.

It was moved by Bargy, seconded by Zelenak to authorize the Finance Director, Chief Administrative Office, Deb Haydell to make a 2018 budget amendment for Fund #218, to transfer \$343.33 to the General Fund Revenue (218-967-999.101). Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Ricksgers, LaVanway, Kruger, Marcus; No – None; Absent – Smith.

It was moved by Bargy, seconded by Zelenak that the Finance Director, Chief Administrative Officer, Deb Haydell be authorized to make a 2018 budget amendment for the General Fund, Appropriation, Antrim Conservation District in the amount of \$20,000.00 (101-966-956.001). With the appropriations be paid ½ in the beginning of the year (normally in January) and the other ½ in July. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Ricksgers, LaVanway, Kruger, Marcus; No – None; Absent – Smith.

It was moved by Bargy, seconded by Zelenak that the Finance Director, Chief Administrative Officer, Deb Haydell be authorized to make a 2018 budget amendment for the General Fund, Appropriation, to decrease the appropriation to the Law Library to \$3,500.00 (101-966-956.269) and to decrease the Revenue in the Law Library Fund #269 from the General Fund to \$3,500.00 (269-000-699.101). Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Ricksgers, LaVanway, Kruger, Marcus; No – None; Absent – Smith.

It was moved by Bargy, seconded by Zelenak that the Finance Director, Chief Administrative Officer, Deb Haydell be authorized to make a 2018 budget amendment for the General Fund, Capital Outlay, Computer to decrease the budget in the amount of \$25,000.00. Therefore, make the total 2018 Amended Budget for General Fund, Capital Outlay, Computer total \$51,500.00 (101-901-980.228). Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Ricksgers, LaVanway, Kruger, Marcus; No – None; Absent – Smith.

It was moved by Bargy, seconded by Zelenak that the funds be released for the purchase of a Superior RMS module for the Antrim County Animal Control in the amount of \$13,900.00 from the General Fund, Capital Outlay, Animal Control (101-901-980.430) as budgeted. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Ricksgers, LaVanway, Kruger, Marcus; No – None; Absent – Smith.



It was moved by Zelenak, seconded by Kruger that the Finance Director, Chief Administrative Officer, Deb Haydell be authorized to make a 2018 budget amendment, to transfer out \$1,000.00 for Fund #268, Transfer out, to Fund # 272 (268-966-956.272), and Transfer in to Fund #272, Revenue from #268, (272-000-699.268). Motion carried as follows: Yes – Heeres, Zelenak, Boettcher, Ricksgers, LaVanway, Kruger, Marcus; No – Bargo; Absent – Smith.

It was moved by Zelenak, seconded by Kruger that the Finance Director, Chief Administrative Officer, Deb Haydell be authorized to make a 2018 budget amendment, to increase the Revenue for the K-9 Fund (272-000-677.010), by \$8,500.00 (Revenue - Insurance reimbursement). Motion carried as follows: Yes – Heeres, Zelenak, Bargo, Boettcher, Ricksgers, LaVanway, Kruger, Marcus; No – None; Absent – Smith.

It was moved by Zelenak, seconded by Ricksgers that the Finance Director, Chief Administrative Officer, Deb Haydell be authorized to make a 2018 budget amendment to increase the expenditure for the K-9 Fund #272, Sheriff Department to purchase a new K-9 Dog at the cost of \$9,500.00 (272-301-763). Motion carried as follows: Yes – Heeres, Zelenak, Boettcher, Ricksgers, LaVanway, Kruger, Marcus; No – Bargo; Absent – Smith.

The Chairman requested Public Comment. Commissioner Zelenak requested clarification of the public comment provided by Commissioner Bargo. Commissioner Bargo spoke of County Policies and the appearance of picking and choosing issues and departments may be occurring and review is needed. That consideration be addressed in policies for unique situations and conditions that may arise and that in these instances that they are handled the same.

The meeting adjourned at 1:36 p.m.

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Edgar Boettcher, III Chairman

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Sheryl Guy, County Clerk



The Chairman called the meeting to order at 9:00 a.m.

Members present: David Heeres, Melissa Zelenak, Karen Bargy, Bryan Smith, Edgar Boettcher, Brenda Ricksgers, Dawn LaVanway, Scott Kruger, Christian Marcus.

Absent: None.

Pledge of Allegiance to the U.S. flag.

Invocation offered by Commissioner Kruger.

The Chairman requested Public Comment. Ethan Duffield introduced himself to the Board and spoke of his position with the Northern Lakes Economic Alliance as the Community Liaison. Commissioner Bargy addressed the Board with policy and procedure put into place by this Board. But those policies and procedures are not being followed in good faith and Board directives are not being carried out. This month, there have been three examples:

1) A clause in the Board rules requires the clerk to provide the agenda and attachments 3 days prior to the Board meeting. In addition, materials not provided and submitted after the public agenda is posted, can be deferred if a board member has not had sufficient time (3 days) to consider the issue. Each month there are multiple memos introduced the day prior, or day of the meeting requesting action. Instead of working to submit materials in a timely manner with the agenda, a recommendation was made to reduce sufficient time to 2 days. 2) It is policy and practice the "The hiring of Full-Time positions for any Antrim County Department shall be first approved by the Antrim County Board of Commissioners..." The job for the Building Department secretary has not been approved by the Board, yet has been posted for the past week. 3) An appointment was not approved by the Board in Commissioners but the individual still attended a meeting as a voting member after their term expired. Policy (amended 9/10/15) clearly states that "Appointments will be final upon approval by a majority of the Board of Commissioners in attendance". The individual is keenly aware of these policies and procedures and that the appointment was NOT approved by this Board. That nine (9) members have been elected by the taxpayers and all nine (9) members have voted to adopt these policies and procedures. Nine (9) members are responsible to ensure those entrusted to carry out Board directives are doing so. This is NOT good practice and it will only continue to get worse if not addressed by this Board. When staff blatantly ignores Board directive, they are insubordinate. When the Board allows for the practice to continue, it reflects poorly upon the Board and we appear complacent. Public comment closed at 9:05 a.m.

It was moved by Zelenak, seconded by Ricksgers that the Agenda be approved as presented. Motion carried – all present voting yes.

It was moved by Kruger, seconded by LaVanway that the minutes of January 11, 2018 be approved. Motion carried – all present voting yes.

It was moved by Smith, seconded by Kruger that the appropriation in the amount of \$8,708.02 be approved and paid to the Friends of Glacial Hills Board of Directors for the budget year 2018 and that the funding source be Fund #238 Glacial Hills Grant and that the Finance Director, Chief Administrative Officer, Deb Haydell be authorized to make the appropriate amendments. Motion carried as follows: Yes – Heeres, Zelenak, Boettcher, Smith, Ricksgers, LaVanway, Kruger; No – Bargy, Marcus; Absent – None.



It was moved by Marcus, seconded by Zelenak that the Building, Lands and Infrastructure Committee be assigned the task of revisiting and reviewing the “Intergovernmental Agreement Supporting the Friends of Glacial Hills Recreation Board” term agreement ending on December 31, 2020 and that the Village of Bellaire, Forest Home Township and Friend of Glacial Hills Board of Directors be properly noticed of committee meetings to address review of the contract. Motion carried as follows: Yes – Heeres, Zelenak, Bargo, Boettcher, Smith, Ricksgers, LaVanway, Kruger, Marcus; No – None; Absent – None.

Commissioner Smith left meeting at 9:29 a.m.

The Chairman **TABLED** the appointment of a member from the Building, Lands, and Infrastructure Committee to the Transfer Station Siting Committee.

It was moved by Kruger, and seconded by Zelenak that the Chairman be authorized to execute a one (1) year agreement from 10/01/2017 to 9/30/2018 with the Michigan Department of Environmental Quality (DEQ) and the United States Geological Survey (USGS) for a lake level gauge on the Upper Chain of Lakes (in Central Lake) at a cost of \$5,545.00 to be paid from the 2018 General Fund #101-442-802 as budgeted. Motion carried as follows: Yes – Heeres, Zelenak, Bargo, Boettcher, Ricksgers, LaVanway, Kruger, Marcus; No – None; Absent – Smith.

Theresa Kent, Antrim County Abstractor, presented the Abstractors 2017 Annual Report.

It was moved Ricksgers, seconded by Heeres that the Antrim County Abstractor Annual Report for 2017 be accepted. Motion carried as follows: Yes – Heeres, Zelenak, Bargo, Boettcher, Ricksgers, LaVanway, Kruger, Marcus; No – None; Absent – Smith.

Timothy Smith, Attorney representative of Smith & Johnson, Attorneys, Professional Corporation spoke to the Board on the fatal drug crisis (Opioid Crisis). He spoke of the many States and Municipalities that are joining in the drive to pursue standalone Opioid Lawsuits to take action against the pharmaceutical companies to reduce the number of opioids that are being disseminated, manufactured, and distributed. If the Board chooses to enter into a standalone Opioid Lawsuit the pleadings will include the recovery of any monies that have been spent battling the epidemic as part of a settlement. Smith & Johnson will not require any upfront funding to pursue litigation on behalf of Antrim County, and that their cost will be 30% of final settlement awarded to Antrim County. The firms Damage Team will perform the research of Antrim County records from Sheriff Department, Prosecuting Attorney Office, Probation Departments and both District and Circuit Courts caseloads to gather costs spent by the taxpayers of Antrim County.

**TABLED by Commissioner Bargo - BOC 1/11/2018**

**TABLED:** It was moved by Kruger, seconded by Marcus that the County enter into litigation to pursue an Opioid Lawsuit to take action against the pharmaceutical companies joining the growing number of States and Municipalities.



It was moved by Kruger, seconded by Marcus to pick up from the **TABLE AND WITHDRAW** their motion to enter into litigation to pursue an Opioid Lawsuit to take action against the pharmaceutical companies joining the growing number of States and Municipalities motion be withdrawn. Motion carried – all present voting yes.

**RESOLUTION #07-2018** By Scott Kruger, seconded Christian Marcus

**ANTRIM COUNTY BOARD TO APPROVE  
OUTSIDE COUNSEL FOR OPIOID LITIGATION**

**WHEREAS**, the Antrim County Board of Commissioners (“the Board”) desires legal representation in national litigation that is being waged against manufacturers and distributors of opioids and other culpable parties; and

**WHEREAS**, the participation in such national litigation requires specialized expertise; and

**WHEREAS**, the Board has reviewed the qualifications of Weitz & Luxenberg PC, the Sam Bernstein Law Firm, PLLC and Smith & Johnson Attorneys, PC, and believes that those firms collectively possess outstanding experience and qualifications to represent the County’s interest as it relates to the opioid epidemic.

**NOW, THEREFORE, BE IT RESOLVED** that the Board approves the firms of Weitz & Luxenberg, PC, as special counsel to represent the interest of Antrim County in litigation concerning the opioid epidemic.

Yes – David Heeres, Melissa Zelenak, Karen Bargy, Edgar Boettcher, Brenda Ricksgers, Dawn LaVanway, Scott Kruger, Christian Marcus;

No – None;

Absent – Bryan Smith

**RESOLUTION #07-2018 DECLARED ADOPTED.**

It was moved by Zelenak, seconded by Kruger that the Chairman be authorized to execute the Retainer Agreement between Antrim County, and Weitz & Luxenberg, P.C. (“W & L”), as lead counsel and the Sam Bernstein Law Firm, PLLC, and Smith & Johnson Attorneys, P.C. (collectively, “Claimants Counsel”) to prosecute and adjust for the County of Antrim a claim for past and future damages and/or expenditures caused by the culpable conduct of any and all pharmaceutical manufacturers, distributors and/or retailers of opioid analgesics. The County of Antrim hereby gives Claimant’s Counsel the exclusive right to take all legal steps to enforce its claims pending legal review. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Ricksgers, LaVanway, Kruger, Marcus; No – None; Absent – Smith.

Peter Garwood, County Administrator provided an update on the following issues, and reported that he continues to work diligently for the best interest of Antrim County and this Board.

- Casey Guthrie -Tuition Reimbursement Agreement reached prior to Small Claims hearing.



- Antrim County Facilities Master Plan – Surveys completed and sent to Byce & Associates Inc.
- Master Plan – Public hearing set for March 6, 2018 at 5:30 p.m. Planning Commission meeting

Commissioner Bargo asked for additional project updates for the following:

Project/Assignments	Status: County Administrator
Wind Turbine Presentation	Future date to be set due to conflict
Voting Equipment Grant review	Approved by legal
Sound System	Maintenance Completed/Training forthcoming
Equalization Director Compliance Contract	Continues to meet with directors
Employee Handbook -Tuition	No update
Medical Examiner meeting	No meeting set due to conflicts
Master Plan – Comment period	Grand Traverse County comments- Addressed Charlevoix County comments - Addressed
Full-time position Equalization & Abstract	Interviews scheduled
Part-time position – County Clerk	County Clerk – No action being taken due to Human Resource Study

It was moved by Ricksgers, seconded by Zelenak that the Chairman be authorized to execute the Evidence-Based Program Volunteer Personal Services Contract with the Area Agency on Aging of Northwest Michigan (AAANM), on behalf of the Antrim County Commission on Aging for services completed between October 1, 2017 and September 30, 2018. Motion carried as follows: Yes – Heeres, Zelenak, Bargo, Boettcher, Ricksgers, LaVanway, Kruger, Marcus; No – None; Absent – Smith.

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It was moved by Ricksgers, seconded by Heeres that the Deputy County Administrator Mathew Cooke be appointed as the Public Information Officer for the Antrim County Emergency Operations Plan and that Commissioner Marcus be authorized to attend the training for the Basic Public Information Officer Workshop on May 23 and 24, 2018 as an alternate. Motion carried as follows: Yes – Heeres, Zelenak, Bargo, Boettcher, Ricksgers, LaVanway, Kruger, Marcus; No – None; Absent – Smith.

It was moved by Ricksgers, seconded by Zelenak that the Local Emergency Planning Committee (LEPC), Chairman be authorized to execute the Hazardous Materials Emergency Preparedness (HMEP), Grant Application and to submit it to the Emergency Management and Homeland Security Division of the Michigan State Police. Motion carried as follows: Yes – Heeres, Zelenak, Bargo, Boettcher, Ricksgers, LaVanway, Kruger, Marcus; No – None; Absent – Smith.



It was moved by Ricksgers, seconded by Zelenak that the Chairman be authorized to execute a service agreement with Tele-Rad, Inc. to maintain the Antrim County Sheriff Department's radio system from January 1, 2018 through December 31, 2018. Motion carried as follows: Yes – Heeres, Zelenak, Bargo, Boettcher, Ricksgers, LaVanway, Kruger; No – Marcus; Absent – Smith.

It was moved by Ricksgers, seconded by Zelenak that the firm Mead and Hunt, Inc. be approved as the provider of professional airport consulting services for the Antrim County Airport. Motion carried as follows: Yes- Heeres, Zelenak, Bargo, Boettcher, Ricksgers, LaVanway, Kruger, Marcus; No – None; Absent – Smith.

**RESOLUTION #08 - 2018** By Brenda Ricksgers, seconded by Christian Marcus

### **FISCAL YEAR 2019 RESOLUTION OF INTENT**

**WHEREAS**, pursuant to Act 51 of the Public Acts of 1951, as amended (Act 51), it is necessary for the Antrim County Board of Commissioners, (hereby known as THE APPLICANT) established under Act 941-933 to provide a local transportation program for the state fiscal year of 2018 and, therefore, apply for state financial assistance under provisions of Act 51; and

**WHEREAS**, it is necessary for the governing body, to name an official representative for all public transportation matters, who is authorized to provide such information as deemed necessary by the State Transportation Commission or department for its administration of Act 51; and

**WHEREAS**, it is necessary to certify that no changes in eligibility documentation have occurred during the past state fiscal year; and

**WHEREAS**, the performance indicators have been reviewed and approved by the governing body.

**WHEREAS**, THE APPLICANT, has reviewed and approved the proposed balance (surplus) budget, and funding sources of estimated federal funds \$154,669, estimated state funds \$327,628, estimated local funds \$175,000, with total estimated expenses of \$836,000.

**NOW THEREFORE**, be it resolved that THE APPLICANT hereby makes its intentions known to provide public transportation services and to apply for state financial assistance with this annual plan, in accordance with Act 51; and

**HEREBY**, appoints Alan Meacham, ACT Executive Director as the Transportation Coordinator, for all public transportation matters, who is authorized to provide such information as deemed necessary by the State Transportation Commission or department for its administration of Act 51 for 2019.

Yes – David Heeres, Melissa Zelenak, Karen Bargo, Ed Boettcher, Brenda Ricksgers, Dawn LaVanway, Scott Kruger, Christian Marcus;

No – None;

Absent – Bryan Smith.

**RESOLUTION #08 - 2018 DECLARED ADOPTED.**



**TABLED by Commissioner Bargy - January 11, 2018 Board meeting:**

**TABLED:** It was moved by Heeres, seconded by Zelenak that funds be released and the hiring process be authorized to fill the Secretary position due to the retirement of Dawn Fant on March 22, 2018, and the position be filled with a start date of March 1, 2018, allowing for an overlap for training purposes and that the Antrim County Hiring Policy be waived to fill the position and grant hiring authority to the Department Head with assistance from the County Administrator.

**TABLED:** It was moved by Heeres, seconded by Zelenak that the funds be released and the hiring process be authorized to fill the Secretary position due to the retirement of Dawn Fant on March 22, 2018, and the position be filled with a start date of March 26, 2018, and that the Antrim County Hiring Policy be waived to fill position and grant the hiring authority to the Department Head with assistance of the County Administrator.

It was moved by Marcus, seconded by Heeres that the **(2) motions TABLED by Commissioner Bargy** regarding the release of funds and hiring process to fill the Secretary position due to the retirement of Dawn Fant be **withdrawn**. Motion carried - all present voting yes.

Discussion followed: Antrim County Hiring Policy – Picking and choosing when the request is made to waive policy and it lacks flex-ability for urgent situations. Mr. Garwood informed the Board that there has been a long standing practice when a department head needs to have a position filled, and due to meeting cycles, the Administrator will contact the Chair of the Board and Chair of the Administration Committee to address urgent situations. **Commissioner Bargy – stated that practice is not reflective of policy.**

**Correction 3/8/2018 BOC**

It was moved by Marcus, seconded by Heeres that the funds be released and the hiring process be authorized to fill the Full-time Secretary position due to the retirement of Dawn Fant on March 22, 2018, and the position be filled with a start date no earlier than March 5, 2018, allowing for an overlap for training. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Ricksgers, LaVanway, Kruger, Marcus; No – None; Absent – Smith.

The Chairman referred the Antrim County Hiring Policy to the Administrative and County Services Committee for review.

It was moved by Zelenak, seconded by Heeres that the vacant part-time clerk-typist position in the Veterans Affairs Office be reclassified to a full-time position for a Veterans Service Officer I, and that funds be released and the hiring process be authorized. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Ricksgers, LaVanway, Kruger, Marcus; No – None; Absent – Smith.

The Chairman appointed County Administrator, Peter Garwood to the Northern Lakes Economic Alliance term to expire 12/31/2019.

Northern Lakes Economic Alliance

Peter Garwood

term to expire 12/31/2019



It was moved by Heeres, seconded by Marcus that the Chairman's appointment of Peter Garwood to fill the open position to the Northern Lakes Economic Alliance with the term to expire December 31, 2019 be approved. Motion carried as follows: Yes – Heeres, Zelenak, Boettcher, Ricksgers, Marcus; No – Bargy, LaVanway, Kruger; Absent – Smith.

It was moved by Heeres, seconded by Kruger that the Chairman be authorized to execute the agreement between Antrim County and "Merchant," Vantiv, LLC for the provision of credit card services to Antrim County. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Ricksgers, LaVanway, Kruger, Marcus; No – None; Absent – Smith.

It was moved by Zelenak, seconded by Bargy that the appointment of Mike Paradis to the Human Services/Meadowbrook Governing Board with the expiration date of October 31, 2020 as approved at the October 12, 2017 Board meeting minutes be **Amended** to correct the expiration date to **October 31, 2019**. Motion carried – all present voting yes.

It was moved by Marcus, seconded by Heeres that the Antrim County Board of Commissioners' Procedures, Section 5.24 be amended as follows:

**5.24 Deferred Action.** Any Commissioner may demand deferral of an issue until the following Board meeting if he/she has not had sufficient time (2 business days) to consider the issue.

Motion carried as follows: Yes – Heeres, Boettcher, Ricksgers, Kruger, Marcus; No – Zelenak, Bargy, LaVanway; Absent – Smith.

Chairman Boettcher left the meeting at 12:30 p.m. returned at 12:33 p.m.

It was moved by Marcus, seconded by Kruger that the Chairman be authorized to execute the letter of support for the Mancelona Economic Development - Mancelona Community's grant application to the United States Department of Agriculture (USDA) – Rural Development Programs grant application that will provide funding that will help the community to implement their work plan. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Ricksgers, LaVanway, Kruger, Marcus; No – None; Absent – Smith.

#### **Human Resources – Ad Hoc Committee Report**

The committee created for the purpose of identifying the current processes of all those engaging in various duties on behalf of the County, to identify the needs of the County, ideal job description of a Human Resource Department/Director and to determine the options for the County's future needs.

County Administrator, Peter Garwood spoke of the meetings held by the committee and the directive to identify County needs and options.

Committee reviewed the following:

- Various descriptions of essential duties/job descriptions for both Director and Specialist
- County Treasurer offered a sample of a job description that she had pulled together by researching various samples.



- Who does what in Antrim County – Duties completed by the Administrator's Office and duties completed by the County Clerk's Office with many duties currently being shared by both departments and/or the department heads. Some of the duties identified are not being completed nor do some apply to the County.
- Standalone department or HR under the County Administrator

Human Resource – Ad Hoc Committee Report – continued.

- Cost to implement a new department such as but not limited to: Salary/benefits/office equipment setup and site in which department would be located.

Peter Garwood, County Administrator pointed out that if this position was approved under his authority that his staff would provide backup for the position.

The Board continued with a lengthy discussion and input from all members was heard.

It was moved by Zelenak, seconded by Kruger that the Human Resource Ad Hoc Committee continues to meet to identify problems that have occurred and will continue to occur to justify the need of the position, then move to justify if the position is to be a standalone department or under the authority of the County Administrator, and cost be justified compared to need. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Ricksgers, LaVanway, Kruger, Marcus; No – None; Absent – Smith.

### **Consent Agenda**

It was moved by Bargy, seconded by Zelenak that the claims and accounts totaling \$218,163.33 be approved and paid. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Ricksgers, LaVanway, Kruger, Marcus; No – None; Absent – Smith.

It was moved by Bargy, seconded by Zelenak that the Chairman be authorized to execute the Fiscal Year 2019 Contract Clauses Certification from the Michigan Department of Transportation for the Antrim County Transportation. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Ricksgers, LaVanway, Kruger, Marcus; No – None; Absent – Smith.

It was moved by Bargy, seconded by Zelenak that the Finance Director, Chief Administrative Officer, Deb Haydell be authorized to make the following 2018 budget amendments for the full-time Veteran's Service Officer I, with \$15,000.00 of the required funding to come from the Michigan Veterans Affairs Agency (MVAA) County Incentive Grant (CIG) and the balance from the General Fund Special Projects – Contingencies #101-895-999.

Increase – General Fund, Veterans Affairs, Other Wages	101-682-707	\$ 19,713.75
Decrease –General Fund, Veterans Affairs, Part-Time Wages	101-682-708	\$-14,886.06
Increase – General Fund, Veterans Affairs, FICA	101-682-715	\$ 482.00
Increase – General Fund, Veterans Affairs, Health Insurance	101-682-716	\$ 11,520.53
Increase – General Fund, Retirement	101-682-718	\$ 3,856.78

Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Ricksgers, LaVanway, Kruger, Marcus; No – None; Absent – Smith.



It was moved by Bargy, seconded by Zelenak to authorize the Finance Director, Chief Administrative Officer, Deb Haydell to make a 2018 budget amendment for the General Fund, Department TNT, Other Services and Charges for \$2,000.00, (101-335-800). Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Ricksgers, LaVanway, Kruger, Marcus; No – None; Absent – Smith.

It was moved by Bargy, seconded by Zelenak to authorize the Finance Director, Chief Administrative Officer, Deb Haydell to make a 2018 budget amendment for the General Fund, Department, Bank Building, Operating Supplies, in the amount of \$334.98, (101-266-741). Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Ricksgers, LaVanway, Kruger, Marcus; No – None; Absent – Smith.

It was moved by Bargy, seconded by Zelenak to authorize the Finance Director, Chief Administrative Officer, Deb Haydell to make a 2018 budget amendment for Fund #218, to transfer \$343.33 to the General Fund Revenue (218-967-999.101). Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Ricksgers, LaVanway, Kruger, Marcus; No – None; Absent – Smith.

It was moved by Bargy, seconded by Zelenak that the Finance Director, Chief Administrative Officer, Deb Haydell be authorized to make a 2018 budget amendment for the General Fund, Appropriation, Antrim Conservation District in the amount of \$20,000.00 (101-966-956.001). With the appropriations be paid ½ in the beginning of the year (normally in January) and the other ½ in July. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Ricksgers, LaVanway, Kruger, Marcus; No – None; Absent – Smith.

It was moved by Bargy, seconded by Zelenak that the Finance Director, Chief Administrative Officer, Deb Haydell be authorized to make a 2018 budget amendment for the General Fund, Appropriation, to decrease the appropriation to the Law Library to \$3,500.00 (101-966-956.269) and to decrease the Revenue in the Law Library Fund #269 from the General Fund to \$3,500.00 (269-000-699.101). Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Ricksgers, LaVanway, Kruger, Marcus; No – None; Absent – Smith.

It was moved by Bargy, seconded by Zelenak that the Finance Director, Chief Administrative Officer, Deb Haydell be authorized to make a 2018 budget amendment for the General Fund, Capital Outlay, Computer to decrease the budget in the amount of \$25,000.00. Therefore, make the total 2018 Amended Budget for General Fund, Capital Outlay, Computer total \$51,500.00 (101-901-980.228). Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Ricksgers, LaVanway, Kruger, Marcus; No – None; Absent – Smith.

It was moved by Bargy, seconded by Zelenak that the funds be released for the purchase of a Superion RMS module for the Antrim County Animal Control in the amount of \$13,900.00 from the General Fund, Capital Outlay, Animal Control (101-901-980.430) as budgeted. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Ricksgers, LaVanway, Kruger, Marcus; No – None; Absent – Smith.



It was moved by Zelenak, seconded by Kruger that the Finance Director, Chief Administrative Officer, Deb Haydell be authorized to make a 2018 budget amendment, to transfer out \$1,000.00 for Fund #268, Transfer out, to Fund # 272 (268-966-956.272), and Transfer in to Fund #272, Revenue from #268, (272-000-699.268). Motion carried as follows: Yes – Heeres, Zelenak, Boettcher, Ricksgers, LaVanway, Kruger, Marcus; No – Bargy; Absent – Smith.

It was moved by Zelenak, seconded by Kruger that the Finance Director, Chief Administrative Officer, Deb Haydell be authorized to make a 2018 budget amendment, to increase the Revenue for the K-9 Fund (272-000-677.010), by \$8,500.00 (Revenue - Insurance reimbursement). Motion carried as follows: Yes – Heeres, Zelenak, ~~Bargy~~, Boettcher, Ricksgers, LaVanway, Kruger, Marcus; No – ~~None~~ Bargy; Absent – Smith. **CORRECTION 3/8/2018 BOC**

It was moved by Zelenak, seconded by Ricksgers that the Finance Director, Chief Administrative Officer, Deb Haydell be authorized to make a 2018 budget amendment to increase the expenditure for the K-9 Fund #272, Sheriff Department to purchase a new K-9 Dog at the cost of \$9,500.00 (272-301-763). Motion carried as follows: Yes – Heeres, Zelenak, Boettcher, Ricksgers, LaVanway, Kruger, Marcus; No – Bargy; Absent – Smith.

The Chairman requested Public Comment. Commissioner Zelenak requested clarification of the public comment provided by Commissioner Bargy. Commissioner Bargy spoke of County Policies and the appearance of picking and choosing issues and departments may be occurring and review is needed. That consideration be addressed in policies for unique situations and conditions that may arise and that in these instances that they are handled the same.

The meeting adjourned at 1:36 p.m.

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Edgar Boettcher, III Chairman

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Sheryl Guy, County Clerk



The Chairman called the meeting to order at 9:00 a.m.

Members present: David Heeres, Melissa Zelenak, Karen Bargy, Ed Boettcher, Bryan Smith, Brenda Ricksgers, Dawn LaVanway, Christian Marcus.

Absent: Scott Kruger

Pledge of Allegiance to the U.S. flag.

Invocation offered by Commissioner LaVanway.

The Chairman requested Public Comment. Carrie Hebden, Assistant Abstractor addressed the Board to request that the Abstract Department continue as a standalone department with a department head. Sherry Comben, County Treasurer addressed the Board regarding the Abstract Department and that the decisions of the Board to continue the department and current services is critical in providing proper, complete and accurate abstracts for her department and directly impacts her office. Ms. Comben provided a copy of an email from contractor Marty Spaulding, General Manager of Title Check, LLC whom she contracts to provide tax reversion services. Mr. Spaulding states that a "County" owned and operated Abstract Department is a valuable asset and others that have sold their tract index have very much regretted their decision. To search only by Grantor-Grantee is likely to miss many important documents and missed documents are lawsuits and this is why a tract index based on the legal description of property is invaluable as such descriptions do not change. Michael Stepka, 86<sup>th</sup> District Court Judge spoke to the Board regarding Senate Bill 730 introduced by Senator Wayne Schmidt. The bill proposed to amend the Revised Judicature Act to require the probate judges of Antrim and Leelanau Counties to serve as a judge of the 86<sup>th</sup> Judicial District and currently court is held one (1) day a week in Antrim County and with the probate judges being asked to cover a second (2<sup>nd</sup>) day to properly service the public. Patty Niepoth, Register of Deed spoke in support of her proposal to merge the Abstract Department with the Register of Deeds Office. Theresa Kent, County Abstractor addressed the Board to support and maintain the Abstract Department as a standalone department with a department head and that tract indexing records be kept under the control of the county and to secure proper, complete and accurate records for the county and public service. Public comment closed at 9:25 a.m.

It was moved by Heeres, seconded by Ricksgers that the Agenda be approved as presented. Motion carried - all present voting yes.

Mark Stone, Drain Commissioner and Dam Operator presented the 2017 Antrim County Operator of Dams Annual Report.

It was moved by Smith, seconded by Zelenak to accept the 2017 Antrim County Operator of Dams Annual Report as presented. Motion carried – all present voting yes.

Commissioner Kruger arrived to meeting at 10:14 a.m.

Andy Hayes, Northern Lakes Economic Alliance Director presented the 2017 Northern Lakes Economic Alliance (NLEA) Annual Report.



It was moved by Ricksgers, seconded by Zelenak to accept the 2017 Northern Lakes Economic Alliance (NLEA) Annual Report. Motion carried – all present voting yes.

It was moved by Zelenak, seconded by Bargy that the minutes of February 8, 2018 be approved as corrected. Motion carried – all present voting yes.

It was moved by Marcus, seconded by Heeres that funds be released and the hiring process be authorized for a full-time Clerk II position due to the notification of resignation of Keegan Bengel, and the position be filled as soon as possible. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, Ricksgers, LaVanway, Kruger, Marcus; No – None; Absent – None.

It was moved by Zelenak, seconded by Smith that the Board Packets for the Board of Commissioners be provided to all members electronically and that paper packets be provided and available upon verification of members requesting paper. Motion carried – all present voting yes.

It was moved by Smith, seconded by Zelenak that the Abstract Department continue to be open and provide services with a Department Head. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, Ricksgers; No – LaVanway, Kruger, Marcus; Absent – None.

Commissioner Marcus spoke of the proposal offered by the Register of Deeds and the correspondence from other counties and title companies.  
Discussion followed.

It was moved by Smith, seconded by Kruger that the Elk Rapids Hydro Dam window replacement project quote from Twin Bay Glass be approved. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, Ricksgers, LaVanway, Kruger, Marcus; No – None; Absent – None.

It was moved by Kruger, seconded by Zelenak that a Latex Paint Drop-off Program be approved for implementation by the Antrim Conservation District to be paid from the cost center of the Resource Recovery budget, General Fund #101-719-802. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, Ricksgers, Kruger, Marcus; No – LaVanway; Absent – None.

Commissioner Bargy asked about Building, Lands & Infrastructure Committee meeting minutes regarding the Building Department update regarding citations and Parks & Recreation Plan update.

County Administrator, Pete Garwood spoke of the Special Building, Lands & Infrastructure Committee meeting March 5, 2018 at 10:00 a.m. to discuss building security issues.

It was moved by Ricksgers, seconded by Bargy that the name of the Antrim County Fire Corp be changed to the Antrim County Community Emergency Response Team (CERT) be approved. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, Ricksgers, LaVanway, Kruger, Marcus; No – None; Absent – None.

It was moved by Ricksgers, seconded by Zelenak that the Sheriff Department, E-911 Operating Mobile Computer Terminal (MCT) Project be approved. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, Ricksgers, LaVanway, Kruger, Marcus; No – None; Absent – None.



It was moved by Ricksgers, seconded by Zelenak that the Sheriff Department, E-911 – Wireless projects as follows: Uninterrupted Power System (UPS), Dispatch Furniture, Carpet, Next Generation 9-1-1 (NG9-1-1), answering system, and Virtual Server be approved. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, Ricksgers, LaVanway, Kruger, Marcus; No – None; Absent – None.

It was moved by Ricksgers, seconded by Heeres that the Chairman be authorized to execute on behalf of the Antrim County Commission on Aging, the Sponsored Agency Agreement and Release with the Manna Food Project for a period of 24 months effective from date of execution. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, Ricksgers, LaVanway, Kruger, Marcus; No – None; Absent – None.

It was moved by Ricksgers, seconded by Bargy that the Chairman be authorized to execute, on behalf of the Antrim County Commission on Aging, Addendum A, Amendment No. 1, effective from January 1, 2018 through September 30, 2019, Fiscal Year 2017-2019 Northern Health Care Management Provider Agreement. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, Ricksgers, LaVanway, Kruger, Marcus; No – None; Absent – None.

Commissioner Ricksgers left meeting at 12:25 p.m.

It was moved by Zelenak, seconded by Kruger that the Finance Officer, Chief Administrative Director, Deb Haydell be authorized to make the following 2018 budget amendments and fund transfers for the General Fund and the K-9 Fund #272.

**Increase Revenue** transfer in from the General Fund \$5815.00

Fund #272, K-9, Revenue, Transfer in from General Fund (272-000-699.001) \$5,815.00

**Decrease Expenditures** in the General Fund, Sheriff Department for above transfer to Fund #272 Revenue.

General Fund, Sheriff Operating Supplies (101-301-741.000) \$815.00

General Fund, Sheriff Gas & Oil (101-301-865.000) \$5,000.00

**Total Decrease in General Fund 101 Expenditures \$5,815.00**

**Increase Expenditures**

General Fund, Transfer out to K-9, Fund #272 (101-967-956.272) \$5,815.00

Increase Expenditures – General Ledger detail Veterinary emergency care, operating supplies, etc.

Fund #272, Sheriff Veterinary (272-301-741.001) \$5,000.00

Fund #272, Sheriff Dues & Subscriptions (272-301-807.000) \$65.00

Fund #272, Sheriff, Operating Supplies (272-301-741.000) \$500.00

Fund #272, Sheriff, Equipment (272-301-980.000) \$250.00

**Total Increase in Fund #272 Expenditures \$5,815.00**

Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, LaVanway, Kruger, Marcus; No – None; Absent – Ricksgers.



It was moved by Bargy, seconded by Zelenak that the Chairman be authorized to execute, on behalf of the Commission on Aging, Fiscal Year 2017-2018 Purchase of Service Agreement – Amendment No. 1 with the Area Agency on Aging of Northwest Michigan (AAANM) and be effective January 1, 2018 through September 30, 2018. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, LaVanway, Kruger, Marcus; No – None; Absent – Ricksgers.

It was moved by Bargy, seconded by Zelenak that the Chairman be authorized to execute, on behalf of the Commission on Aging, the Business Associate Agreement with the Area Agency on Aging Northwest Michigan (AAANM) beginning January 1, 2018. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, LaVanway, Kruger, Marcus; No – None; Absent – Ricksgers.

It was moved by Bargy, seconded by Zelenak that the Chairman be authorized to execute, on behalf of the Commission on Aging, the Medicare Improvement for Patients and Providers Act (MIPPA) - Beneficiary Outreach & Assistance Purchase of Service Agreement with Michigan Medicare/Medicaid Assistance Program, Inc. (MMAP), Inc. from October 1, 2017 through September 29, 2018. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, LaVanway, Kruger, Marcus; No – None; Absent – Ricksgers.

**RESOLUTION #09-2018** by Karen Bargy, seconded by Melissa Zelenak

**AUTOMATED WEATHER OBSERVATION SYSTEM  
(AWOS)  
OPERATIONAL CONTRACT**

**WHEREAS**, Antrim County purchased an Automated Weather Observation System (AWOS) with the use of a grant from the Michigan Department of Transportation (MDOT) in 1995 and has successfully operated said system since that time, and

**WHEREAS**, the Automated Weather Observation System (AWOS) is crucial to the safe operation of the Antrim County Airport, and

**THEREFORE BE IT RESOLVED**, the Board Chairman be authorized to execute an agreement between Antrim County and the Michigan Department of Transportation (MDOT) for the continued operation and maintenance of the Weather Observation and Data Dissemination System commonly referred to as the Automated Weather Observation System (AWOS) for a five (5) year period.

Yes – David Heeres, Melissa Zelenak, Karen Bargy, Ed Boettcher, Bryan Smith, Dawn LaVanway, Scott Kruger, Christian Marcus;  
No – None;  
Absent – Brenda Ricksgers.

**RESOLUTION #09-2018 DECLARED ADOPTED.**



**RESOLUTION #10-2018** by Karen Bargy, seconded by Melissa Zelenak

**MASTER AGREEMENT AMENDMENT  
MICHIGAN DEPARTMENT OF TRANSPORTATION (MDOT)  
AND ANTRIM COUNTY BOARD OF COMMISSIONERS (NO. 2017-0009)**

**WHEREAS**, the Antrim County Board of Commissioners entered into an agreement with the Michigan Department of Transportation (MDOT), Master Agreement No. 2017-0009 effective October 1, 2016, and

**WHEREAS**, the Agreement sets forth the terms and conditions that govern project authorizations issued for program years 2017 through 2021; and

**WHEREAS**, the parties desire to amend the AGREEMENT to revise the dollar thresholds in the competitive procurement requirements and to add a retainage payment requirement to the prompt payment language, and

**THEREFORE, BE IT RESOLVED**, the Board Chairman be authorized to execute the proposed amendment to the Agreement between Antrim County and the Michigan Department of Transportation (MDOT), as proposed.

Yes - David Heeres, Melissa Zelenak, Karen Bargy, Ed Boettcher, Bryan Smith, Dawn LaVanway, Scott Kruger, Christian Marcus;  
No - None;  
Absent - Brenda Ricksgers.

**RESOLUTION #10-2018 DECLARED ADOPTED.**

**Human Resources – Ad Hoc Committee Report**

The committee created for the purpose of identifying the current process of all those engaging in various duties on behalf of the County, to identify the needs of the County, ideal job description of a Human Resource Department/Director and to determine the options for the County's future needs.

Discussion followed: The following recommendation was offered:

It was moved by Kruger, seconded by Zelenak that a Human Resource Department be approved and authorize the hiring for the position of a Human Resource Director with the position to be under the supervision of the County Administrator. Motion carried as follows: Yes – Heeres, Zelenak, Boettcher, Smith, Kruger, Marcus; No – Bargy, LaVanway; Absent – Ricksgers.

**Consent Agenda**

It was moved by Bargy, seconded by Kruger that the Claims and Accounts totaling \$252,222.79 be approved and paid. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, Ricksgers, LaVanway, Kruger, Marcus; No – None; Absent – Ricksgers.



It was moved by Bargy, seconded by Kruger that the Finance Director, Chief Administrative Director, Deb Haydell be authorized to make a 2018 budget amendment to increase the E-911 Operating Fund #261, Capital Outlay as the funding source (261-901-980.348) for the Mobile Computer Terminal (MCT) Project in the amount of \$419,731.91. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, LaVanway, Kruger, Smith; No – None; Absent – Ricksgers.

It was moved by Bargy, seconded by Kruger that the Finance Director, Chief Administrative Director, Deb Haydell be authorized to make a 2018 budget amendment to increase the E-911 Wireless Fund #262, Capital Outlay as the funding source (262-901-980.348) for the following 2018 projects: UPS/Dispatcher Furniture/Carpet/Next Generation NG 9-1-1 and Virtual Server in the amount of \$96,000.00. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, LaVanway, Kruger, Marcus; No – None; Absent – Ricksgers.

It was moved by Bargy, seconded by Kruger that the Elk Rapids Hydro Dam - Window Replacement Project funding source be from the following funds: Fund #142 Dams in the amount of \$5,000.00 and Fund #582 Elk Rapids Hydro in the amount of \$7,000.00 for a total cost of \$12,000.00 be approved as follows:

**Increase Revenue** transfer in from Fund #142 Dams Reserve \$5,000.00. Fund #582, Elk Rapids (ER) Hydro Dam, Reserve, Transfer in from Fund #142 (582-000-699.142) \$5,000.00

**Decrease Expenditures** in the Fund #142 Dams Revenue, Equipment Maintenance \$5,000.00, for the above transfer to Fund #582, Revenue. (142-442-933.001) \$5,000.00

**Increase Expenditures** Fund #142 Dams Reserve, Transfer out to Elk Rapids (ER) Hydro Dam, Fund #582 (142-967-956.582) \$5,000.00 Increase Expenditures for window replacement project, Fund #582, Elk Rapids (ER) Hydro, Capital Outlay (582-901-980.000) \$12,000.00.

Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, LaVanway, Kruger, Marcus; No – None; Absent – Ricksgers.

It was moved by Bargy, seconded by Kruger that the Finance Director, Chief Administrative Officer, Deb Haydell be authorized to make the following 2018 budget amendments:

**Increase Revenue** transfer in from the General Fund (101)

General Fund, Revenue State/Family Court – Detentions SPT SVC (101-000-541.015)	\$6,000.00
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**Increase Expenditures:**

General Fund, Family Court, Contractual Services (101-134-802.000)	\$3,000.00
General Fund, Family Court, Travel (101-134-861.000)	\$3,000.00

Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, LaVanway, Kruger, Marcus; No – None; Absent – Ricksgers.

It was moved by Bargy, seconded by Kruger that the Chairman be authorized to execute the Family Court Regional Detention Services contract, Amendment 1. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, LaVanway, Kruger, Marcus; No – None; Absent – Ricksgers.



The Chairman **TABLED** the appointment of a member from the Building, Lands and Infrastructure Committee to the Transfer Station Site Committee.

The Chairman **postponed** action on the recommendation from the Planning Commission to approve the Master Plan. To allow Board members to review the proposed amendments of the Plan and will be added to the April 12, 2018 meeting agenda under unfinished business.

Commissioner Marcus encouraged members to utilize resources and participate with local, regional groups to build awareness and knowledge on issues affecting our county.

Commissioner Bargy requested that the County Administrator, Peter Garwood to provide update. The following was provided by Mr. Garwood.

- Working on the Equalization Director Contract renewal.
- Meeting scheduled for the Medical Examiner – Investigators.
- Abstract/Equalization shared Clerk II position filled.
- GIS position has not been relocated and with the current Equalization Department vacancy will be moved back until the hiring and training has been completed.
- Reminder that the NLEA Luncheon registration is needed.
- Housing Director, Jonathan Scheel provided memo responding to the complaint of Mr. Pecar.

The Chairman requested Public Comment. Commissioner Marcus announced program on “Drug Affects in Antrim County” a community forum will be held Monday, April 9, 2018 @ 6:30 p.m. at the Mancelona Township Hall.

The meeting adjourned at 2:00 p.m.

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Edgar Boettcher, III Chairman

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Sheryl Guy, County Clerk



The Chairman called the meeting to order at 9:00 a.m.

Members present: David Heeres, Melissa Zelenak, Karen Bargy, Ed Boettcher, Bryan Smith,  
Dawn LaVanway, Scott Kruger, Christian Marcus.

Absent: Brenda Ricksgers

Pledge of Allegiance to the U.S. flag.

Invocation offered by Commissioner Zelenak.

The Chairman requested Public Comment. There was none.

It was moved by Lavanway, seconded by Kruger that the Agenda be approved as presented.  
Motion carried – all present voting yes.

County Administrator, Peter Garwood spoke to the Board on the following:

- Superion, LLC add on quote, for contract amendment
- Matthew Cooke working on the project to remove the concrete slab at Antrim Creek Natural Area at no cost to the County.
- Meeting held with the Medical Examiner and the Sheriff to address an assistant Medical Examiner, research to continue.
- Meeting held with attorneys and Elected Officials involved in producing documentation for the costs accrued by the County for the Opioid Lawsuit.
- The lawsuit LaSusa v Antrim County has been dismissed by the Circuit Court.
- Matthew Cooke continues to work with Byce and Associates -Antrim County Facilities Project – Update: Firm estimates they are 30 days behind schedule.
- NLEA Luncheon reminder

Scott Papineau, County Surveyor presented the Antrim County Survey 2017 Annual Report.

It was moved by Kruger, seconded by Smith that the Antrim County Survey 2017 Annual Report be accepted. Motion carried – all present voting yes.

Sherry Comben, County Treasurer presented the Antrim County Treasurer 2017 Annual Report.

It was moved by Zelenak, seconded by Marcus that the Antrim County Treasurer 2017 Annual Report be accepted. Motion carried – all present voting yes.

Marna Robertson presented the Antrim County Meadow Brook Medical Care Facility 2017 Annual Report.

It was moved by Zelenak, seconded by Smith that the Meadow Brook, Antrim County Medical Care Facility 2017 Annual Report be accepted. Motion carried – all present voting yes.

David Schulz presented the Meadow View, Antrim County Senior Housing 2017 Annual Report.

It was moved by Zelenak, seconded by Kruger that the Meadow View, Antrim County Senior Housing 2017 Annual Report be accepted. Motion carried – all present voting yes.



Jamie Houser, Deputy Director Equalization presented the 2018 Antrim County Equalization Report.

It was moved by Marcus, seconded by Smith that the 2018 Antrim County Equalization Report be accepted as presented and that the Chairman, Edgar Boettcher III, Director of Equalization, Cindy Reetz, and County Clerk, Sheryl Guy be authorized to sign the Statement of Acreages and Valuations (L-4024's) as equalized and the Assessment Roll Certifications (L-4037/2691 County-wide totals and individually for each municipality) be accepted. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, LaVanway, Kruger, Marcus; No – None; Absent – Ricksgers.

**RESOLUTION #11-2018** By Christian Marcus, seconded by Bryan Smith

**ANTRIM COUNTY EQUALIZATION 2018 REPORT  
RESOLUTION TO ADOPT**

**WHEREAS**, the Antrim County Board of Commissioners hereby certify that the assessment rolls of the Townships and Villages have been examined and we find the rolls relatively equal as equalized; and

**WHEREAS**, the Antrim County Board of Commissioners hereby approve that the valuations be equalized on taxable property, by class, in Antrim County, for the year 2018 in compliance with Sections 209.5 and 211.34 MCL of 1948 as amended, and in accordance with the equalization certificates; and

**NOW THEREFORE, BE IT RESOLVED**, the Antrim County Board of Commissioners adopts the 2018 Equalization Report and authorized the Chairman Edgar Boettcher III, the Director of Equalization, Cindy Reetz, and the County Clerk, Sheryl Guy to sign the Statements of Acreages and Valuations (L-4024's) as equalized and all Assessment Roll Certifications (L-4037/2691) County-wide totals and individually for each municipality.

Yes – David Heeres, Melissa Zelenak, Karen Bargy, Edgar Boettcher, Bryan Smith, Dawn LaVanway, Scott Kruger, Christian Marcus;

No – None;

Absent – Brenda Ricksgers.

**RESOLUTION #11-2018 DECLARED ADOPTED.**

John Stephenson, Executive Director of the Northwest MI Community Action Agency presented an update of the services provide to the Antrim County residents by the Northwest MI Community Action Agency and reported that the County has a position on their Board which is currently vacant.

It was moved by Heeres, seconded by Zelenak that the minutes of March 8, 2018 be approved as corrected. Motion carried – all present voting yes.

It was moved by Smith, seconded by Kruger that the Common Coast Research & Conservation organization be authorized to continue the placement of a loon nesting platform in the cove approximately sixty (60) feet from the nearest shoreline and two hundred-forty feet (240) from the center of the Intermediate River channel, from spring to autumn for a five (5) year period. Motion carried – all presenting voting yes.



It was moved by Smith, seconded by Kruger that legal counsel be consulted regarding the County's responsibility regarding lake levels on Intermediate Lake beyond controlling the dam. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, LaVanway, Kruger, Marcus; No – None; Absent – Ricksgers.

It was moved by Smith, seconded by Zelenak that ERG Environmental be hired for the Household Hazardous Waste Days Agreement and that the Chairman be authorized to execute the contract, conditioned on review of civil counsel. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, LaVanway, Kruger, Marcus; No – None; Absent – Ricksgers.

It was moved by Smith, seconded by Kruger that the Bellaire Chamber of Commerce be approved to use the Courthouse lawn during the annual Rubber Ducky Festival to take place August 18, 2018; that lawn sprinklers be turned off on August 17 and 18; that an extra trash container be placed in front of the Courthouse; and allow the use of an electrical outlet by "Great Lakes Bounce" Inflatable Company to plug in a "bouncer" (large inflatable toy that kids can enter and bounce around in) subject to receipt of an appropriate certificate of insurance. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, LaVanway, Kruger, Marcus; No – None; Absent – Ricksgers.

It was moved by Smith, seconded by Kruger that the Bellaire Chamber of Commerce be approved to use the Courthouse parking lot and grassy area west of the lot for kid's bouncers to be provided by "Great Lakes Bounce" Inflatable Company and New Hope Community Church and the parking lot adjacent to the Food Pantry during the annual Harvest Festival to take place September 29, 2018; that lawn sprinklers be turned off on September 28 and 29 subject to receipt of an appropriate certificate of insurance. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, LaVanway, Kruger, Marcus; No – None; Absent – Ricksgers.

It was moved by Zelenak, seconded by Bargy that the Emergency Services Coordinator be authorized to submit a grant application to Paddle Antrim Ripple Effect Grant program for the purpose of purchasing two (2) 800 MHz radios. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, LaVanway, Kruger, Marcus; No – None; Absent – Ricksgers.

It was moved by Zelenak, seconded by Bargy that the Emergency Services Coordinator be authorized to submit an application for an Emergency Management Performance Grant through the Michigan State Police for the purchase of (15) fifteen laptop computers; and if awarded, the computers will **not** be subject to the (5) five-year replacement policy. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, LaVanway, Kruger, Marcus; No – None; Absent – Ricksgers.

**BOC 5/10/2018**

It was moved by Zelenak, seconded by Bargy that the Chairman be authorized to sign the letter of intent to join the collaborative group for NG 911 Call Handling System Project. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, LaVanway, Kruger, Marcus; No – None; Absent – Ricksgers.



It was moved by Zelenak, seconded by Bargy that the Chairman be authorized to execute the Remote VIPER System Agreement between West Safety Solutions Corporation and Antrim County at a cost of \$127,437.63 for the first year and \$6,974.81 per year for years 2 through 5 for maintenance and recurring services. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, LaVanway, Kruger, Marcus; No – None; Absent – Ricksgers.

It was moved by Zelenak, seconded by Bargy that the Commission on Aging (COA) Director be authorized to sign the Memorandum of Agreement between the Michigan Department of Health and Human Services Aging and Adult Services Agency and Antrim County Commission on Aging for the Senior Project FRESH/Market FRESH program for 2018 at no cost to the County. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, LaVanway, Kruger, Marcus; No – None; Absent – Ricksgers.

It was moved by Zelenak, seconded by Bargy that the Chairman be authorized to execute a contract for professional services with Mead & Hunt, Inc. for the design and rehabilitation of lighting on Runway 2/20 at a total cost of \$18,643.00 and the County share to be \$932.00, to be paid through Fund #581 (581-295-954.295) Grant Match Airport, pending approval of the Airport Improvement Plan 2018 federal block grant. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, LaVanway, Kruger, Marcus; No – None; Absent – Ricksgers.

It was moved by Zelenak, seconded by Bargy that the Chairman be authorized to execute the Amendment to the Contract and Agreement between Open Software Solutions, Inc. (OSS) currently known as Superion, LLC (August 2, 2002), at a cost of \$11,620.00 for the installation and configuration of the servers and migration of the data from the current servers to the new servers as budgeted in the amount of \$60,000.00(original project \$40,171.02 and amendment \$11,620.00) totaling \$51,791.02 be approved. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, LaVanway, Kruger, Marcus; No – None; Absent – Ricksgers.

It was moved by Marcus, seconded by Smith that the contract with Lynette Girard and Jamie Houserman for the Equalization Director and Assistant Equalization Director beginning May 1, 2018 for a two (2) year period at a rate of \$116,000.00 annually (\$9,666.67 per month) as budgeted. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, Kruger, Marcus; No – LaVanway; Absent – Ricksgers.

It was moved by Marcus, seconded by Smith that the County be the sponsor of a grant application to the Grand Traverse Tribe of Ottawa and Chippewa Indians for a 2% Tribal Grant on behalf of the Antrim County Baby Pantry. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, LaVanway, Kruger, Marcus; No – None; Absent – Ricksgers.

The Chairman appointed Melissa Zelenak to the Northern Michigan Regional Entity (NMRE) - Substance Use Disorder Governing Board to fill the term expiring March 31, 2021.

It was moved by Marcus, seconded by Smith that the appointment of Melissa Zelenak to the Northern Michigan Regional Entity (NMRE)-Substance Use Disorder Governing Board to fill the term expiring March 31, 2021 be approved. Motion carried – all present voting yes.



It was moved by Marcus, seconded by Bargy that the County Administrator Office draft and send a letter to Donald Schuiteman for his years of service, serving Antrim County on the Northern Michigan Regional Entity (NMRE)-Substance Use Disorder Governing Board. Motion carried – all present voting yes.

It was moved by Marcus, seconded by Heeres that the funds be released and the hiring process begin for the vacant position of irregular part-time Clerk II, in the Register of Deeds Office with the position to be filled no sooner than April 12, 2018. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, LaVanway, Kruger, Marcus; No – None; Absent – Ricksgers.

It was moved by Marcus, seconded by LaVanway that the County Clerk be authorized to execute the maintenance contract with IdentiSys, Inc. for the Datacard/SD360 printer, used to issue and print Concealed Pistol Permits (CPL'S) for a period of one (1) year from April 2, 2018 through April 1, 2019 at the cost of \$561.00 and to be paid from Fund #263 Concealed Pistol Licensing (263-428-980.000) be approved. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, LaVanway, Kruger, Marcus; No – None; Absent – Ricksgers.

It was moved by Marcus, seconded by Smith that the Acceptable Use of Information Technology Policy which replaces the Computer, Network System, and Internet Use Policy which was adopted February 7, 2005, amended July 9, 2009 be adopted. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, LaVanway, Kruger, Marcus; No- None; Absent – Ricksgers.

Employee Handbook: Hiring Policy

Discussion followed: Proposed language regarding new hire Credit History checks.

It was moved by Marcus, seconded by Heeres that the Information Technology Department be approved to hire a position for an non-paid intern with a start date of May 21, 2018 not to exceed 150 total hours worked. ~~Motion as follows: Yes – Zelenak, Bargy, Kruger, Marcus; No – Heeres, Boettcher, Smith, LaVanway; Absent – Ricksgers.~~ **MOTION FAILS**

**Correction 5/10/2018 BOC**

It was moved by Zelenak, seconded by Bargy that the hiring of a non-paid intern for the Informational Technology Department be **TABLED** to be placed on the May 10, 2018 agenda. Motion ~~all present voting yes.~~ **as follows: Yes – Zelenak, Bargy, Kruger, Marcus; No – Heeres, Boettcher, Smith, LaVanway; Absent – Ricksgers. MOTION FAILS** **Correction 5/10/2018 BOC**

It was moved by Marcus, seconded by Heeres to amend the proposed motion for the hiring of a non-paid intern for the Informational Technology Department be approved and the Director, with the assistance of the County Administrator work together to draft an agreement with confidentiality language for the non-paid intern position with the start date of May 21, 2018. Motion carried as follows: Yes – Heeres, Zelenak, Boettcher, Smith, LaVanway, Kruger, Marcus; No – Bargy, Absent – Ricksgers. **Correction 5/10/2018 BOC**



**RESOLUTION #12-2018** By Christian Marcus, seconded by Scott Kruger

**OPPOSING AMENDATORY LEGISLATION TO MICHIGAN PUBLIC ACT 93-2013**

**WHEREAS**, Michigan Public Act 93 of 2013 created Michigan Indigent Defense Commission (MIDC), authorized the MIDC to establish minimum standards for the provision of indigent defense services, mandated compliance plans from all Michigan counties by November 20, 2017 to address the first four indigent defense standards, and mandated that any additional costs required to implement these minimum standards be paid by the state; and

**WHEREAS**, Antrim County developed a mandatory compliance plan for implementing the first four indigent defense standards and submitted this plan to the MIDC by the November 20, 2017 deadline, and

**RESOLUTION #12-2018 continued.**

**WHEREAS**, Governor Rick Snyder has now proposed a FY 19 budget for the State of Michigan, which includes insufficient funding to pay the additional indigent defense expenses that are anticipated in association with implementation of the first four indigent defense minimum standards, as required by Michigan Public Act 93 of 2013; and

**WHEREAS**, realizing state funding as currently proposed is insufficient and in violation of Michigan Public Act 93 of 2013, the Governor has further proposed amendatory legislation, “to clarify and improve” Michigan Public Act 93 of 2013, which include, among other things, establishing a new minimum local share of indigent defense costs to \$7.25 per capita and requiring that 90 percent of the revenue now collected by counties from partially indigent defendants be remitted to the state to support statewide system costs; and

**WHEREAS**, it has been determined that the proposed amendatory changes to Michigan Public Act 93 of 2013 would result in an increase in expenses to Antrim County to provide indigent defense services in compliance with the first four standards, and

**THEREFORE BE IT RESOLVED**, the Antrim County Board of Commissioners hereby opposes any amendatory legislation to Michigan Public Act 93 of 2013 that would reduce or eliminate the State of Michigan’s fiduciary responsibility to pay any and all additional costs required to implement the minimum indigent defense standards, as presently legislated.

**BE IT FURTHER RESOLVED**, the Antrim County Board of Commissioners remains committed to implementing the new minimum indigent defense standards as mandated by the MIDC, so long as the State of Michigan remains true to its original commitment to pay for any additional costs necessary for their implementation.

**BE IT FURTHER RESOLVED that** a copy of this resolution be forwarded to Governor Snyder, Representative Cole, Senator Schmidt, the Michigan Association of Counties and the other 82 counties.

Yes – David Heeres, Melissa Zelenak, Karen Bargy, Ed Boettcher, Bryan Smith, Dawn LaVanway,  
Scott Kruger, Christian Marcus;

No - None;

Absent – Brenda Ricksgers.



**RESOLUTION #12-2018 DECLARED ADOPTED.**

It was moved by Marcus, seconded by Heeres that the funds be released and the Sheriff be authorized to engage in the hiring process for the Animal Control position, with the position to be filled no sooner than April 12, 2018. Motion carried as follows: Yes – Heeres, Zelenak, Bargo, Boettcher, Smith, LaVanway, Kruger, Marcus; No – None; Absent – Ricksgers.

Commissioner Marcus spoke of the need to educate the commissioners and the public on the capabilities of Smart 911 and Rave Alert System. That the County consider holding sessions to educate and enroll public willing to participate in learning the benefits of our systems with Antrim County leaders volunteering to assist in the education and enrollment process.

The Chairman referred the concept of educating, enrolling, and encouraging the public to take part in the proposed sessions to the Health and Public Safety Committee.

**CONSENT AGENDA**

It was moved by Bargo, seconded by Zelenak that the Claims and Accounts totaling \$202,937.79 be approved and paid. Motion carried as follows: Yes – Heeres, Zelenak, Bargo, Boettcher, Smith, LaVanway, Kruger, Marcus; No – None; Absent - Ricksgers.

It was moved by Bargo, seconded by Zelenak that the Finance Director, Chief Administrative Officer, Deb Haydell be authorized to make a budget amendment for Barnes Park in the amount of \$1,100.00 for the replacement of the coin machines for the showers and that the funding source be the General Fund, Park Department #756. Motion carried as follows: Yes – Heeres, Zelenak, Bargo, Boettcher, Smith, LaVanway, Kruger, Marcus; No – None; Absent – Ricksgers.

It was moved by Bargo, seconded by Zelenak that the Finance Director, Chief Administrative Officer, Deb Haydell be authorized to make a 2018 General Fund Department #967 (Appropriations - transfer out) the amount of \$8,815.17 to be transferred into the Energy Savings Fund #242 Revenue, and budget amendments for the General Fund Department #967 expenditure and Fund #242 revenue. Motion carried as follows: Yes – Heeres, Zelenak, Bargo, Boettcher, Smith, LaVanway, Kruger, Marcus; No – None; Absent – Ricksgers.

It was moved by Zelenak, seconded by Bargo that the purchase of cameras for the Jail and Courthouse, at a cost of \$30,000.00 from Advanced Satellite Communications, Inc., without utilizing the competitive sealed bid process in order to maintain continuity of service and compatibility of equipment, agreement contingent on the recommendation of legal counsel. Motion carried as follows: Yes – Heeres, Zelenak, Bargo, Boettcher, Smith, LaVanway, Kruger, Marcus; No – None; Absent – Ricksgers.

It was moved by Zelenak, seconded by Bargo that the Independent Contractor Appraisal Service Agreement between Antrim County and A & P Assessing, LLC to perform the statutory appraisal services for the Equalization Department for 2018 be approved at a cost not to exceed \$15,000.00 as budgeted to expire December 31, 2018. Motion carried as follows: Yes – Heeres, Zelenak, Bargo, Boettcher, Smith, LaVanway, Kruger, Marcus; No – None; Absent – Ricksgers.



Commissioner Zelenak left the meeting at 1:16pm and returned at 1:20pm.

The Chairman **TABLED** the appointment of a member from the Building, Lands and Infrastructure Committee to the Transfer Station Site Committee.

It was moved by Marcus, seconded by Zelenak that the 2018 Antrim County Master Plan be approved and adopted as presented. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, LaVanway, Kruger, Marcus; No – None; Absent – Ricksgers.

Commissioner Zelenak spoke of the need for on-going communication training to be offered to Board members, Elected Officials, Department Heads and employees. Commissioner Bargy suggested that the Chairman consider forming an Ad Hoc Committee to address continued communications training.

County Administrator, Peter Garwood spoke of the following:

- International City/County Management Association (ICMA) program for “Effective Supervisory Practices” the program is webinar based training broken into 6 (six ) sessions.
- Byce & Associates will hold workshops May 14<sup>th</sup> & 16<sup>th</sup> on the Antrim County Facilities Master Plan.
- Building Department Secretary and the Veterans Affairs Officer positions have been filled.
- Human Resources Director position is being advertised and interviews are scheduled May 16, 2018.

County Clerk, Sheryl Guy reported that she has not filled the part-time position for a clerk typist.

The Chairman requested Public Comment. There was none.

Commissioner announcements:

- Opioid Program: May 24<sup>th</sup>, 2018 at 5:00pm at Meadow Brook Medical Care Facility
- Grass River Natural Area: May 1<sup>st</sup> Spring Fling Fundraiser Dinner
- Northwest MI Community Health Department: Hospice Meet and Greet
- Great Lakes Homeland Security Training Conference & Expo May 10<sup>th</sup>

The Chairman announced that he will plan on attending the next meeting of the Board of the Northwest MI Community Action Agency.

The meeting adjourned at 1:48 p.m.

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Edgar Boettcher, III Chairman

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Sheryl Guy, County Clerk



The Vice-Chairperson called the meeting to order at 9:00 a.m.

Members present: David Heeres, Melissa Zelenak, Karen Bargy, Bryan Smith, Brenda Ricksgers,  
Dawn LaVanway, Scott Kruger, Christian Marcus.

Absent: Ed Boettcher

Pledge of allegiance to the U.S. flag.

Invocation offered by Commissioner Zelenak.

The Vice-Chair requested Public Comment. Dave Bell resident of Deep Water Pointe, Intermediate Lake spoke to the Board on the high water levels on the Upper Chain of Lakes causing flooding, collapsed seawalls and shoreline erosion. Will Wottowa spoke to the Board on the high water levels on Intermediate Lake causing flooding and damage to many homes. Cherie Hogan addressed the Board on the high water levels on Six Mile Lake and made the request that the County address the concerns of high lake levels and that the controller of the dam use the minimum standard levels not average levels. David Heeres reported that he has three (3) cabins that have flooded on Lake St. Clair.

The Vice-Chair requested that the Agenda be revised to place Caroline Kennedy, Assistant Village Manager/Clerk from the Village of Elk Rapids – Dam Beach and Fishing Park Restrooms Facilities presentation to the time slot allotted the County Administrators, for various matters to an afternoon time slot.

It was moved by LaVanway, seconded by Kruger that the revised agenda be approved to address Village of Elk Rapids – Dam Beach and Fishing Park Restrooms Facilities as requested by the Vice-Chair. Motion carried – all present voting yes.

It was moved by Zelenak, seconded by Smith that the minutes of meeting April 12, 2018 be approved as corrected. Motion carried – all present voting yes.

Caroline Kennedy presented the Village of Elk Rapids – Dam Beach and Fishing Park Restrooms Facilities presentation to the Board.

Al Meacham presented the Antrim County Transportation 2017 Annual Report.

It was moved by Zelenak, seconded by Ricksgers that the Antrim County Transportation 2017 Annual Report be accepted. Motion carried – all Present voting yes.

Judge Norman R. Hayes presented the Antrim County Probate Court and Family Division 2017 Annual Report.

It was moved by Ricksgers, seconded by Kruger that the Antrim County Probate Court and Family Division 2017 Annual Report be accepted. Motion carried – all present voting yes.

Maureen Clore presented the Michigan Department of Health and Human Services 2017 Annual Report.



It was moved by Zelenak, seconded by Smith that the Michigan Department of Health and Human Services 2017 Annual Report be accepted. Motion carried – all present voting yes.

Thomas Clement presented the Antrim Conservation District 2017 Annual Report.

It was moved by Smith, seconded by Heeres that the Antrim Conservation District 2017 Annual Report be accepted. Motion carried – all present voting yes.

**RESOLUTION #13-2018** By Bryan Smith, seconded by Melissa Zelenak

**13<sup>th</sup> Circuit Court Community Corrections Grant Application to MDOC for FY 2019**

**WHEREAS**, on May 10, 2018 the Antrim County Board of Commissioners was presented the yearly Plans and Services Grant Application for the Department of Corrections, Office of Community Correction has been submitted to the board of commissioner for approval, and

**WHEREAS**, the grant is for one year starting with October 1, 2018 and is consistent with the prior year's funding amount of \$264,256 and,

**WHEREAS**, now, 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 BY THIS BOARD OF COMMISSIONERS, THAT** Antrim County approves the submission of the 13<sup>th</sup> Circuit Court Community Corrections FY 2019 Grant Application as presented.

Yes – David Heeres, Melissa Zelenak, Karen Bargy, Bryan Smith, Brenda Ricksgers, Dawn LaVanway, Scott Kruger, Christian Marcus;

No – None;

Absent – Ed Boettcher.

**RESOLUTION #13-2018 DECLARED ADOPTED.**

Judy Parliament presented the Antrim County Commission on Aging 2017 Annual Report.

It was moved by Kruger, seconded by Smith that the Antrim County Commission on Aging 2017 Annual Report be accepted. Motion carried – all present voting yes.

Valerie Craft presented the Information Technology 2017 Annual Report.

It was moved by Ricksgers, seconded by Zelenak that the Information Technology 2017 Annual Report be accepted. Motion carried – all present voting yes.

John Strehl presented the Antrim County Airport 2017 Annual Report.

It was moved by Zelenak, seconded by Marcus that the Antrim County Airport 2017 Annual Report be accepted. Motion carried – all present voting yes.



Kimberly Balke presented the Conservation Resource Alliance 2017 Annual Report.

It was moved by Kruger, seconded by Smith that the Conservation Resource Alliance 2017 Annual Report be accepted. Motion carried – all present voting yes.

Crystal Swain presented the Antrim County Fair 2017 Annual Report and introduced five (5) youths who spoke on the impact 4-H has had on their lives and leadership skills.

It was moved by Zelenak, seconded by Ricksgers that the Antrim County Fair 2017 Annual Report be accepted. Motion carried – all present voting yes.

County Administrator, Peter Garwood spoke to the Board on the following:

- MAC Regional Summit
- NLEA Luncheon
- Commission on Aging – Janitorial Services contract
- Spectrum Hospital agreement for forensic pathology services
- Antrim Creek Natural Area concrete slab removal – sending out RFP
- Continue to work on the Building Department Enforcement/ MMRMA – Indemnity coverage for the Finance Director / Solid Waste and Abstract
- No update for Medical Examiner ~~and Building Department Enforcement~~
- Antrim County Facility Master Plan Workshops May 14<sup>th</sup>, 15<sup>th</sup> and 16<sup>th</sup>

**BOC Correction 6/14/2018**

Commissioner Bargy asked the status of Human Resources Director, Equalization Department, GIS Technician and Abstract Department.

- Human Resource interviews scheduled for May 16<sup>th</sup> at 1:30 with five (5) applicants being interviewed.
- Equalization and GIS are currently being relocated to the Abstract Department.
- County Clerk reported that the part-time clerk-typist position will be posted prior to the end of May.

The Board adjourned for a lunch break at 12:35 p.m.

The Board reconvened at 1:15p.m.

It was moved by Smith, seconded by Zelenak to authorize the Vice-Chair to execute a contract with Restoration Services of Michigan for the janitorial services at Commission on Aging. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Smith, Ricksgers, LaVanway, Kruger, Marcus; No – None; Absent – Boettcher.

It was moved by Marcus, seconded by Smith that the Vice-Chair execute the amendment to Section IV of the October 21, 2014 Agreement between Antrim County and Spectrum Health Hospitals for Medical Examiner Facility Use effective June 1, 2018 and that other options be explored. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Smith, Ricksgers, LaVanway, Kruger, Marcus; No – None; Absent – Boettcher.



It was moved by Ricksgers, seconded by Heeres that the Board approve acceptance of the \$15,000 grant funding from the Michigan Veterans Affairs Agency and authorize the Chair to send a letter of acceptance. Motion carried as follows: Yes – Heeres, Zelenak, Bargo, Smith, Ricksgers, LaVanway, Kruger, Marcus; No – None; Absent – Boettcher.

It was moved by Ricksgers, seconded by Marcus that the Board approve the Bay Area Senior Advocates program to be administered through the Commission on Aging including the acceptance of funding in the amount of \$2,000.00. Motion carried as follows: Yes – Heeres, Zelenak, Bargo, Smith, Ricksgers, LaVanway, Kruger, Marcus; No – None; Absent – Boettcher.

It was moved by Smith, seconded by Kruger that the Board approve the proposal from Kone, Inc. for maintenance on the elevator door in the Antrim County Building at a cost of \$1,122.00 conditioned on consistency with recommended changes by civil counsel. Motion carried as follows: Yes – Heeres, Zelenak, Bargo, Smith, Ricksgers, LaVanway, Kruger, Marcus; No – None; Absent – Boettcher.

It was moved by Smith, seconded by Heeres that the Board approve the construction, by the Village of Elk Rapids, of two (2) universal access restrooms and three (3) universal access parking spaces along with sidewalks that lead to the current sidewalk that provide access to the universal access fishing piers at no cost to Antrim County. Motion carried as follows: Yes – Heeres, Zelenak, Bargo, Smith, Ricksgers, LaVanway, Kruger, Marcus; No – None; Absent – Boettcher.

It was moved by Smith, seconded by Kruger that the Board authorize the Chairman to sign an agreement with DTE Gas Company for a 10-foot-wide easement on two County-owned parcels on Baginski Road, contingent upon recommended changes by legal counsel. Motion carried as follows: Yes – Heeres, Zelenak, Bargo, Smith, Ricksgers, LaVanway, Kruger, Marcus; No – None; Absent – Boettcher.

It was moved by Smith, seconded by Zelenak that the Board accept the concept of a memorial bench from Virginia Teagle at Elk Rapids Day Park. Motion carried as follows: Yes – Heeres, Zelenak, Smith, Ricksgers, LaVanway, Marcus; No – Bargo, Kruger; Absent – Boettcher.

It was moved by Marcus, seconded by Zelenak that the proposed draft Hiring and Employment Policy which replaces the Antrim County Hiring Policy dated April 12, 1994, as amended be accepted. Motion carried as follows: Yes – Heeres, Zelenak, Smith, Ricksgers, LaVanway, Kruger, Marcus; No – Bargo; Absent – Boettcher.

Commissioner Kruger left at 1:53 p.m. returned at 1:56 p.m.

It was moved by Marcus, seconded by Heeres that the Board approve the proposed amendment to the **Resolution to Adopt the 2018 Antrim County Budget, General Appropriations Act and Millages**, dated May 10, 2018. Motion carried as follows: Yes – Heeres, Zelenak, Smith, Ricksgers, Kruger, Marcus; No – Bargo, LaVanway; Absent – Boettcher.

It was moved by Smith, seconded by Heeres that the Board approve the replacement of two irregular part-time clerical positions with one full-time Clerk II position in the Commission on Aging office. Motion carried as follows: Yes – Heeres, Zelenak, Bargo, Smith, Ricksgers, LaVanway, Kruger, Marcus; No – None; Absent – Boettcher.



It was moved by Smith, seconded by Heeres that if no other General Bargaining Unit employees sign the posting for the full-time Clerk II position in the Commission on Aging office that the current part-time clerical employee, Shannon Buntjer, be moved into the position. Motion carried as follows: Yes – Heeres, Zelenak, Bargo, Smith, Ricksgers, LaVanway, Kruger, Marcus; No – None; Absent – Boettcher.

It was moved by Marcus, seconded by Heeres that the Board approve the replacement of an irregular part-time Certified Nursing Assistant (CNA) position with one full-time CNA position in the Commission on Aging. Motion carried as follows: Yes – Heeres, Zelenak, Bargo, Smith, Ricksgers, LaVanway, Kruger, Marcus; No – None; Absent – Boettcher.

It was moved by Smith, seconded by Heeres that if no other General Bargaining Unit employees sign the posting for the full-time CNA position in the Commission on Aging that the current part-time CNA employee, Kristy Windish, be moved into the position at the two-year step on the CNA pay scale. Motion carried as follows: Yes – Heeres, Zelenak, Bargo, Smith, Ricksgers, LaVanway, Kruger, Marcus; No – None; Absent – Boettcher.

It was moved by Marcus, seconded by Smith that the funds be released and authorize the Sheriff to engage in the hiring process for both a road deputy position and the transcriptionist position. Motion carried as follows: Yes – Heeres, Zelenak, Bargo, Smith, Ricksgers, LaVanway, Kruger, Marcus; No – None; Absent – Boettcher.

The Vice-Chair made the following appointments to the Solid Waste Facility Siting Committee.

Tom Clement – Manager of Antrim Conservation District representing:

Environmental Concerns

Pepper Bromelmeier – USDA-National Resource Conservation Service representing:

County Soil Conservation Services

Dawn LaVanway –representing:

Building, Lands & Infrastructure /County Board of Public Works

Barb Bradford – representing:

County Planning Commission

Burt Thompson – Engineer-Manager representing:

Road Commission

Kathy Egan – Community Planner representing:

Regional Solid Waste Planning Agency

Dianne Purgle – representing:

Elmira Township

Dale Holzschu – representing

Elmira Township

Linda Franckowiak – representing

Warner Township

Brian Skop – representing

Warner Township

It was moved by Heeres seconded by Smith to accept the appointments made by the Vice-Chair to the Solid Waste Facility Siting Committee. Motion carried as follows: Yes – Heeres, Zelenak, Bargo, Smith, Ricksgers, LaVanway, Kruger, Marcus; No – None; Absent – Boettcher.



It was moved by Marcus, seconded by Smith to authorize the Register of Deeds to sign a 5-year extension to the Computer System and Software License Sales Agreement with Fidler Technologies for the Register of Deeds office. Motion carried as follows: Yes – Heeres, Zelenak, Barga, Smith, Ricksgers, LaVanway, Kruger, Marcus; No – None; Absent – Boettcher.

It was moved by Smith, seconded by Heeres that the assistant Abstractor Carrie Hebden be promoted to the position of County Abstractor beginning June 2, 2018. Motion carried as follows: Yes – Heeres, Zelenak, Barga, Smith, Ricksgers; No - LaVanway, Kruger, Marcus; Absent – Boettcher.

It was moved by Smith, seconded by Heeres, seconded by Bryan Smith that the funding be released and authorize the hiring process to fill a full-time Clerk II position shared by the Equalization Department and the Abstract Department. Motion carried as follows: Yes – Heeres, Zelenak, Barga, Smith, Ricksgers; No - LaVanway, Kruger, Marcus; Absent – Boettcher.

It was moved by Marcus, seconded by Smith to approve contracting with Alisa Abiney on a contractual basis at a rate of \$276.00 per week until the title work for the foreclosures is complete, with a minimum completion rate of four (4) to six (6) – Forty (40) year title searches per week, for a period not to go beyond September 30, 2018. Motion carried as follows: Yes – Heeres, Zelenak, Barga, Smith, Ricksgers, Marcus; No - LaVanway, Kruger; Absent – Boettcher.

### **Consent Agenda**

It was moved by Barga, seconded by Zelenak that the Claims and Accounts in the amount of \$350,687.39 be approved and paid. Motion carried as follows: Yes – Heeres, Zelenak, Barga, Smith, Ricksgers, LaVanway, Kruger, Marcus; No – None; Absent – Boettcher.

It was moved by Barga, seconded by Zelenak to approve amendments to the Commission on Aging (COA) budget and authorize the Finance Director to make the appropriate budget amendments to increase revenue in fund 297000-000-641.012 by \$2,000.00, and increase expenditures in fund 297000-681-800.000 by \$2,000.00, contingent on approval of the Bay Area Seniors Advocate program (BASA). Motion carried as follows: Yes – Heeres, Zelenak, Barga, Smith, Ricksgers, LaVanway, Kruger, Marcus; No – None; Absent – Boettcher.

It was moved by Barga, seconded by Zelenak to direct the Finance Director to increase the budget in the General Fund Revenue line item 101000-000-541.682 by \$15,000.00, contingent on the acceptance of the Michigan Veterans Affairs Agency (MVAA) County Incentive Grant. Motion carried as follows: Yes – Heeres, Zelenak, Barga, Smith, Ricksgers, LaVanway, Kruger, Marcus; No – None; Absent – Boettcher.

It was moved by Barga, seconded by Zelenak that the proposed 2018 budget for the transfer station project with American Waste for Fund #237, and authorize the Finance Director to make the following budget amendments: Revenues: \$9,182.09 and Expenditures: \$2,050.00. Motion carried as follows: Yes – Heeres, Zelenak, Barga, Smith, Ricksgers, LaVanway, Kruger, Marcus; No – None; Absent – Boettcher.



It was moved by Bargy, seconded by Zelenak to authorize the Finance Director to make the appropriate budget line item transfers to wages and benefits in Fund #297 Commission on Aging, Department #686 for the replacement of the two irregular part-time clerical positions with one full-time Clerk II position in the Commission on Aging office for an overall increase of \$3,304.04 to be transferred from the fund balance of Fund #297 Commission on Aging. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Smith, Ricksgers, LaVanway, Kruger, Marcus; No – None; Absent – Boettcher.

It was moved by Bargy, seconded by Zelenak to authorize the Finance Director to make the appropriate budget line item transfers from Wages – Part-Time, to Other Wages in Fund #297 Commission on Aging, Departments #685 and #687 for the replacement of one irregular part-time CNA position with one full-time CNA position in the Commission on Aging office. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Smith, Ricksgers, LaVanway, Kruger, Marcus; No – None; Absent – Boettcher.

It was moved by Bargy, seconded by Zelenak to authorize the Finance Director to transfer budgeted funds within the General Fund, Sheriff Department 101000-301 from the sergeant wages line item to wages and benefits for the transcriptionist in the amount of \$8,700.57 if a current employee is hired for the position, or \$5,050.31 if a new employee is hired for the position and overlap period will be for 60 days. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Smith, Ricksgers, LaVanway, Kruger, Marcus; No – None; Absent – Boettcher.

It was moved by Bargy, seconded by Zelenak that the Vice-Chair be authorized to execute the MDHHS Memorandum of Understanding - 2018 #15-05001 Amendment 2. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Smith, Ricksgers, LaVanway, Kruger, Marcus; No – None; Absent – Boettcher.

It was moved by Bargy, seconded by Zelenak that the Vice-Chair be authorized to execute the MERS-Defined Benefit Plan Surplus Division Adoption Addendum. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Smith, Ricksgers, LaVanway, Kruger, Marcus; No – None; Absent – Boettcher.

It was moved by Bargy, seconded by Zelenak to approve 2018 budget amendments and authorize the Finance Director to make the appropriate amendments to Fund #297, Commission on Aging.

- |                  |          |         |
|------------------|----------|---------|
| • 297000-674-718 | Decrease | \$2,455 |
| • 297000-677-718 | Increase | \$2,087 |
| • 297000-686-718 | Decrease | \$1,266 |

Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Smith, Ricksgers, LaVanway, Kruger, Marcus; No – None; Absent – Boettcher.

It was moved by Bargy, seconded Zelenak to approve a 2018 budget amendment to increase funding in the Marine Patrol – Equipment Maintenance for the M21 Boat repair in the amount of \$1,113.00 with the funding source to be General Fund, Special Projects – Contingencies (101-895-999) and authorize the Finance Director to make the appropriate budget amendments. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Smith, Ricksgers, LaVanway, Kruger, Marcus; No – None; Absent – Boettcher.



It was moved by Bargy, seconded by Zelenak to approve amendments to the Local Emergency Planning Committee (LEPC) budget and authorize the Finance Director to make the appropriate budget amendments to increase expenditures in Fund #287 by up to \$2,500.00 and increase revenue in Fund #287 by up to \$2,500.00, dependent on the actual cost of supplying meals at the Community Emergency Response Team (CERT) training at Camp Grayling. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Smith, Ricksgers, LaVanway, Kruger, Marcus; No – None; Absent – Boettcher.

It was moved by Bargy, seconded by Zelenak to approve the 2018 Tax Rate Request (L-4029) and the millage rate for the County Operating millage be set at 5.3816 mill, the Commission on Aging at 0.3986 mill, Meadow Brook Medical Care Facility at 0.9966 mill, Antrim Conservation District millage at 0.0996, E-911 at 0.4983 mill, and recycling millage at 0.1998 mill and to authorize Edgar Boettcher, Chairman, and Sheryl Guy, County Clerk, to execute the Summer L-4029 Tax Rate Request. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Smith, Ricksgers, LaVanway, Kruger, Marcus; No – None; Absent – Boettcher.

It was moved by Ricksgers, seconded by Zelenak to approve the quote from SHI for the in car computer tablets, accessories, and mounts for the 911 Mobile Computer Terminals (MCT) project at a cost of \$28,653.48 to be paid from Fund #261, E-911 Operating, Capital Outlay, equipment (261-901-980.348) as budgeted. Motion carried as follows: Yes – Zelenak, ~~Bargy~~, Smith, Ricksgers, LaVanway, Kruger, Marcus; No – Heeres, **Bargy**; Absent – Boettcher. **BOC Correction 6/14/2018**

Commissioner Zelenak requested that the Communication Training be postponed to the next regular Board meeting.

Commissioner Heeres spoke to the concerns that have been addressed in public comment regarding the high lake levels causing flooding and erosion. This issue is very complicated and pending legal review the Board can't address these concerns or determine who has responsibility.

The Vice-Chair requested Public Comment. Dave Lein addressed the Board on the time frame for legal review and opinion. County Administrator, Pete Garwood reported that he expects the opinion before the next Board meeting.

The meeting adjourned at 3:09 p.m.

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Karen Bargy, Vice-Chair

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Sheryl Guy, County Clerk



## ANTRIM COUNTY BOARD OF COMMISSIONERS

Thursday, May 10, 2018

Michigan Department of Treasury

614 (Rev. 01-18)

311.34 and 311.34d Filing is mandatory. Penalty applies

ORIGINAL TO: County, Clerk(s)

COPY TO: Equalization Department(s)

COPY TO: Each township or city clerk

2018 TAX RATE REQUEST (This form must be completed and submitted on or before September 30, 2018)

MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS

County(ies) Where the Local Government Unit Levies Taxes <b>ANTRIM</b>	2018 Taxable Value of ALL Properties in the Unit as of 5-29-2018 <b>1,865,042,246</b>	<b>CAREFULLY READ THE INSTRUCTIONS ON PAGE 2.</b>
Local Government Unit Requesting Millage Levy <b>ANTRIM COUNTY</b>	For LOCAL School Districts: 2018 Taxable Value excluding Principal Residence, Qualified Agricultural, Qualified Forest, Industrial Personal and Commercial Personal Properties	

This form must be completed for each unit of government for which a property tax is levied. Penalty for non-filing is provided under MCL Sec 211.119.

The following tax rates have been authorized for levy on the 2017 tax roll.

(1)	(2)	(3)	(4)	(5)**	(6)	(7)	(8)	(9)	(10)	(11)	(12)
Source	Purpose of Millage	Date of Election	Original Millage Authorized by Election, Charter, etc.	2017 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	2018 Current Year "Headlee" Millage Reduction Fraction	2018 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	Sec. 211.34 Truth in Assessing or Equalization Millage Rollback Fraction	Maximum Allowable Millage Levy*	Millage Requested to be Levied July 1	Millage Requested to be Levied Dec. 1	Expiration Date of Millage Authorized
ALLOCATED	GENERAL FUND	08/2016	5.4000	5.4000	0.9966	5.3816	1.0000	5.3816	5.3816		12/2020
VOTED	COA	08/2016	0.4000	0.4000	0.9966	0.3986	1.0000	0.3986	** 0.3986	0.3986	12/2020
VOTED	Meadowbrook	08/2010	1.0000	1.0000	0.9966	0.9966	1.0000	0.9966	** 0.9966	0.9966	12/2029
VOTED	ES11	11/2017	0.5000	0.5000	0.9966	0.4983	1.0000	0.4983	** 0.4983	0.4983	12/2022
VOTED	Conservation District	08/2016	0.1000	0.1000	0.9966	0.0996	1.0000	0.0996	** 0.0996	0.0996	12/2020
VOTED	Recycling	08/2016	0.2500	0.2500	0.9966	0.2491	1.0000	0.2491	** 0.1998	0.1998	12/2020
									** FOR TAX BILL AMOUNTS \$100 OR LESS		
TOTALS			7.6500					7.6238	5.3816	2.1929	

Prepared by <b>Lynette Girard</b>	Telephone Number <b>231-533-6320</b>	Title of Preparer <b>Antrim County Equalization Director</b>	Date <b>May 3, 2018</b>
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CERTIFICATION: As the representatives for the local government unit named above, we certify that these requested tax levy rates have been reduced, if necessary to comply with the state constitution (Article 9, Sec.31), and that the requested levy rates have also been reduced, if necessary to comply with MCL Sections 211.24e, 211.34 and , for LOCAL school districts which levy a Supplemental (Hold Harmless) Millage, 380.1211(3).

<input checked="" type="checkbox"/> Clerk	Signature	Type Name	Date
<input checked="" type="checkbox"/> Secretary		<b>Sheryl Guy</b>	<b>5/10/2018</b>
<input checked="" type="checkbox"/> Chairperson	Signature	Type Name	Date
<input checked="" type="checkbox"/> President		<b>Edgar Boettcher III</b>	<b>5/10/2018</b>

\* Under Truth in Taxation, MCL Section 211.24e, the governing body may decide to levy a rate which will not exceed the maximum authorized rate allowed in column 9. The requirements of MCL 211.24e must be met prior to levying an operating levy which is larger than the base tax rate but not larger than the rate in column 9.

\*\* IMPORTANT: See instructions on page 2 regarding where to find the millage rate used in column (5).

Local School District Use Only. Complete if requesting millage to be levied. See STC Bulletin 3 of 2018 for instructions on completing this section.	
Total School District Operating Rates to be Levied (HH/Supp and NH Oper ONLY)	Rate
For Principal Residence, Qualified Ag, Qualified Forest and Industrial Personal	
For Commercial Personal	
For All Other	



## **SPECIAL MEETING**

The Chairman called the meeting to order at 11:00 a.m.

Members present: David Heeres, Melissa Zelenak, Karen Bargy, Ed Boettcher, Bryan Smith,  
Brenda Ricksgers, Dawn LaVanway, Scott Kruger, Christian Marcus.

Absent: None.

Pledge of Allegiance to the U.S. flag.

The Chairman requested Public Comment. There was none.

The Chairman spoke on the purpose of the Special Meeting to consider the recommendation of the Administration Committee to hire a Human Resource Director and to address the request of the Sheriff to submit a grant application to the United States Department of Justice (DOJ) for the purchase of Body-worn cameras and implementation of a program.

### ***Human Resources Director Position:***

*Discussion followed.*

It was moved by Smith, seconded by Zelenak to offer the Human Resource Director position to Stephanie Murray and authorize County Administrator, Peter Garwood to negotiate the salary within the salary scale for the position. If Ms. Murray does not except the position or is unable to pass the pre-employment requirements the position is to be offered to Elizabeth Dewey with authority given to the County Administrator, Peter Garwood to negotiate the salary within the salary scale for the position. Motion carried as follows: Yes – Heeres, Zelenak, Boettcher, Smith, Ricksgers, Kruger, Marcus; No – Bargy, LaVanway; Absent – None.

### ***Grant Application Request - Sheriff and Emergency Services:***

#### ***Body-worn Cameras and Program Implementation***

*Discussion followed.*

It was moved by Marcus, seconded by Zelenak to authorize the Sheriff and Emergency Service Coordinator to submit a grant application to the United States Department of Justice (DOJ) for the purchase of body-worn cameras and program implementation for the use of the Sheriff Office - Certified Deputies. Motion carried as follows: Yes – Heeres, Zelenak, Boettcher, Smith, Ricksgers, LaVanway, Kruger, Marcus; No - Bargy; Absent – None.

The Chairman requested Public Comment. There was none.

The meeting adjourned at 11:46 a.m.

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Chairman, Ed Boettcher III

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County Clerk, Sheryl Guy



The Chairman called the meeting to order at 9:00 a.m.

Members present: David Heeres, Melissa Zelenak, Karen Bargy, Ed Boettcher, Bryan Smith, Brenda Ricksgers, Dawn LaVanway, Scott Kruger.

Absent: Christian Marcus

Pledge of Allegiance to the U.S. flag.

Invocation offered by Commissioner Zelenak.

The Chairman requested Public Comment. There was none.

It was moved by Kruger, seconded by Zelenak that the Agenda be approved as presented. Motion carried – all present voting yes.

It was moved by Bargy, seconded by Zelenak that the Special Board minutes from May, 22, 2018 be approved as written. Motion carried – all present voting yes.

It was moved by Heeres, seconded by Smith that the minutes from June 10, 2018 be approved as corrected. Motion carried – all present voting yes.

**RESOLUTION #14-2018 By Karen Bargy, seconded by Bryan Smith**

***HONORING THERESA KENT ON HER RETIREMENT***

***WHEREAS***, Theresa Kent, Abstractor for Antrim County, retired on June 1, 2018, after over 43 years of outstanding and exemplary service to Antrim County; and

***WHEREAS***, through diligent effort and dedication, Theresa advanced through various positions with Antrim County:

9/11/1974—9/11/1975	Farmers Home Administration
10/01/1975—5/31/1976	Antrim Soil Conservation District/Equalization Department (shared, each part-time)
6/01/1976—5/16/1982	Equalization Department (full-time)
5/17/1982—4/13/2000	Assistant Abstractor
4/14/2000—5/10/2000	Interim County Abstractor
5/11/2000—6/01/2018	County Abstractor; and

***WHEREAS***, in her 18 years of service as Abstractor, Theresa provided the property owners and citizens of Antrim County with exceptionally accurate and reliable property history research, not to mention, the provision of information regarding County services in general; and

***WHEREAS***, Theresa has performed her duties throughout her years of employment in a conscientious and responsible manner; and



**RESOLUTION #14-2018 Continued.**

***WHEREAS,** Theresa has set an example of dedication and commitment which has been an inspiration to fellow employees.*

***NOW, THEREFORE, BE IT RESOLVED,** the Antrim County Board of Commissioners, on behalf of the citizens and employees of Antrim County, do hereby extend to Theresa Kent our sincere and grateful appreciation for her many years of dedicated service to the citizens of Antrim County.*

***BE IT FURTHER RESOLVED,** that we extend congratulations on her well-earned retirement, and our best wishes to her and her family for continued success, happiness, and good health in the years to come.*

***PASSED AND ADOPTED,** this fourteenth day of June, two thousand and eighteen, by unanimous vote of the Antrim County Board of Commissioners.*

**RESOLUTION #14-2018 DECLARED ADOPTED.**

Haley Breniser, Grass River Natural Area, Inc. Executive Director presented the 2017 Grass River Natural Area Annual Report.

It was moved by Zelenak, seconded by Kruger that the Grass River Natural Area, Inc. 2017 Annual Report be accepted. Motion carried – all present voting yes.

Deborah Peters, Antrim County Veterans Affairs Director presented the 2017 Antrim County Veterans Affairs Annual Report.

It was moved by Heeres, seconded by Smith that the Antrim County Veterans Affairs 2017 Annual Report be accepted. Motion carried – all present voting yes.

Dean Pratt, Undersheriff presented the Antrim County Sheriff's Office 2017 Annual Report.

Commissioner Ricksgers left meeting at 10:25 a.m.

Commissioner Smith left meeting at 10:26 a.m.

It was moved by Zelenak, seconded by Kruger that the Antrim County Sheriff's Office 2017 Annual Report be accepted. Motion carried – all present voting yes.

Commissioner Ricksgers returned to meeting at 10:29 a.m.

Commissioner Smith returned to meeting at 10:31 a.m.

Leslie Meyers, Emergency Services Director presented the 2017 Emergency Services Annual Report.

It was moved by Kruger, seconded by Ricksgers that the 2017 Emergency Services Annual Report be accepted. Motion carried – all present voting yes.



**RESOLUTION # 15-2018** By Karen Bargy, seconded by Bryan Smith

**AREA AGENCY ON AGING OF NORTHWEST MICHIGAN  
FISCAL YEAR 2019 ANNUAL IMPLEMENTATION PLAN**

**“Be it resolved** that the Antrim County Board of Commissioners have reviewed the Fiscal Year 2019 Annual Implementation Plan of the Area Agency on Aging of Northwest Michigan and believe that the plan addresses the needs of the aging population in Region 10.

**Be it further resolved** that the Antrim County Board of Commissioners approves the Fiscal Year 2019 Annual Implementation Plan of the Area Agency on Aging of Northwest Michigan.”

Yes – David Heeres, Melissa Zelenak, Karen Bargy, Ed Boettcher, Bryan Smith, Brenda Ricksgers,  
Dawn LaVanway, Scott Kruger;  
No – None;  
Absent – Christian Marcus.

**RESOLUTION #15 -2018 DECLARED ADOPTED.**

Robert Schlueter, Executive Director Area Agency on Aging of Northwest Michigan presented the 2017 Area Agency on Aging of Northwest Michigan Annual Report.

Commissioner Kruger left the meeting at 10:47 a.m. returned at 10:56 a.m.  
Commissioner Zelenak left the meeting at 10:56 a.m.

It was moved by Ricksgers, seconded by Kruger that the 2017 Area Agency on Aging of Northwest Michigan be accepted. Motion carried – all present voting yes.

Commissioner Zelenak returned to meeting at 11:01 a.m.

Jennifer Berkey, MSU District 3 Coordinator Michigan State University Extension presented the 2017 Michigan State University – MSU Extension Annual Report.

It was moved by Zelenak, seconded by Ricksgers that the Michigan State University Extension 2017 Annual Report be accepted. Motion carried – all present voting yes.

Jennifer Berkey introduced new MSU Extension Farm Management Educator Daniel Ochs.

Burt Thompson, Antrim County Road Commission Manager presented the 2017 Antrim County Road Commission Annual Report.

It was moved by Zelenak, seconded by LaVanway that the Antrim County Road Commission 2017 Annual Report be accepted. Motion carried – all present voting yes.

Jonathan Scheel, Antrim County Housing Director presented the 2017 Antrim County Housing Annual Report.

It was moved by Smith, seconded by Kruger that the Antrim County Housing 2017 Annual Report be accepted. Motion carried – all present voting yes.



Dewey Benson, Antrim County Medical Examiner presented the 2017 Antrim County Medical Examiner Annual Report.

It was moved by Ricksgers, seconded by Zelenak that the Antrim County Medical Examiner 2017 Annual Report be accepted. Motion carried – all present voting yes.

Matt McCauley, Networks Northwest Chief Executive Officer presented the 2017 Networks Northwest Annual Report.

It was moved by Ricksgers, seconded by Kruger that the 2017 Networks Northwest Annual Report be accepted. Motion carried – all present voting yes.

Christine Gebhard, North Country Community Mental Health Chief Executive Officer presented the 2017 North Country Community Mental Health Annual Report.

It was moved by Zelenak, seconded by Ricksgers that the 2017 North Country Community Mental Health Annual Report be accepted. Motion carried – all present voting yes.

The Board adjourned for a lunch break at 12:55 p.m.  
The Board reconvened at 1:20 p.m.

Commissioner Bargo spoke on the existing Smart 911 system and the Rave Alert system prior to the legislation that will enable the schools to access a state funded “panic button” smartphone application which will ultimately tie into the Smart 911. The School District representatives that attended the meeting expressed concerns on the process and multiple technical components in the set-up of mapping school facilities in August prior to schools resuming. That the Board have a discussion and make the decision to address and appoint a lead person to take on this project and to facilitate training and outreach program for schools, businesses, libraries, etc. and that the Emergency Manager be a logical appointment.

Discussion followed: No action taken.

It was moved by Kruger, seconded by LaVanway that the Board approve the bidding out of the project for a new high-efficiency boiler for the 1905 Courthouse. Motion carried as follows: Yes – Heeres, Zelenak, Bargo, Boettcher, Smith, Ricksgers, LaVanway, Kruger; No – None; Absent – Marcus.

It was moved by Kruger, seconded by Bargo that the Board approve Art Rapids! to schedule the following 2017 events at the Elk Rapids Day Park:

- July 10-13, Tuesday to Friday, 1-5pm, Art Camp
- July 26, Thursday, 5-9pm, Concert in the Park

Motion carried – All present voting yes.

It was moved by Heeres, seconded by Smith that the Board approve the renewal of the Chain of Lakes Water Trail Memorandum of Understanding with Paddle Antrim expiring June 8, 2019 and authorize the Chairman to execute the agreement. Motion carried as follows: Yes – Heeres, Zelenak, Bargo, Boettcher, Smith, Ricksgers, LaVanway, Kruger, No – None; Absent – Marcus.



It was moved by Bargo, seconded by Zelenak that the Board approve MSU Extension's request for use of the Courthouse lawn on July 12, 2018 from 8:00 to 3:30 to host a 4-H Cloverbud Day Camp. Motion carried – all present voting yes.

It was moved by Ricksgers, seconded by \_\_\_\_\_ that the County purchase property at 8010 Comfort Road, Bellaire as listed on Foreclosed Properties under option for First Right of Refusal. **Died due to lack of support.**

It was moved by Heeres, seconded by Smith that the County not exercise their First Right of Refusal to purchase properties listed on the County Foreclosed Properties list at this time. Motion carried as follows: Yes – Heeres, Zelenak, Bargo, Smith, LaVanway, Kruger; No – Boettcher, Ricksgers; Absent – Marcus.

It was moved by Ricksgers, seconded by Heeres that the Board authorize Leslie Meyers, Emergency Services Coordinator, to apply for a Paddle Antrim grant in the fall of 2018 for the purchase of a 2<sup>nd</sup> 800 MHz radio. Motion carried as follows: Yes – Heeres, Zelenak, Bargo, Boettcher, Smith, Ricksgers, LaVanway, Kruger; No – None; Absent – Marcus.

It was moved by Ricksgers, seconded by Bargo that the Board approve acceptance of the \$1,750.00 grant funding from the Ripple Effect Grant through Paddle Antrim for the purchase of one (1) 800 MHz radio and authorize the Chairman to execute the grant agreement. Motion carried as follows: Yes – Heeres, Zelenak, Bargo, Boettcher, Smith, Ricksgers, LaVanway, Kruger; No – None; Absent – Marcus.

It was moved by Ricksgers, seconded Bargo that the Board approve acceptance of the \$4,261.00 grant funding from the Emergency Management Performance Grant through the Michigan State Police for the purchase of the fifteen (15) laptop computers and authorize the Chairman to execute the agreement. Motion carried as follows: Yes – Heeres, Zelenak, Bargo, Boettcher, Smith, Ricksgers, LaVanway, Kruger; No – None; Absent – Marcus.

It was moved by Ricksgers, seconded by Bargo that the Board approve, as part of the Rehabilitation Runway Lighting 2/20 – design project, and additional cost of \$2,857.00 with the cost to the County (5% of Project totaling \$143.00) for project administration and design by the Michigan Office of Aeronautics be approved to be paid through Fund #581 (581-295-954.295) Grant Match Airport, contingent on the project grant agreement. Motion carried as follows: Yes – Heeres, Zelenak, Bargo, Boettcher, Smith, Ricksgers, LaVanway, Kruger; No – None; Absent – Marcus.

It was moved by Ricksgers, seconded by LaVanway that the Chairman, Ed Boettcher, be authorized and directed to execute the 2018 Federal Block Grant Agreement entitled Michigan Department of Transportation Antrim County Board of Commissioners Contract for the Federal/State/Local Airport Project under the Block Grant Program, Contract No. 2018-0434, for the project "Rehabilitate Runway Lighting 2-20 – Design" for and behalf of the Antrim County Board of Commissioners. Motion carried as follows: Yes – Heeres, Zelenak, Bargo, Boettcher, Smith, Ricksgers, LaVanway, Kruger; No – None; Absent – Marcus.



It was moved by Ricksgers, seconded by Bargo that the Board approve Amendment #1 to the contract between Antrim County and Mead & Hunt for Construction Administration for Rehabilitate Runway 2-20 Lighting at the Antrim County Airport at a total of \$14,764.00 with the County (5% of totaling \$739.00) and authorize the chairman to execute the project grant agreement, contingent on approval. Motion carried as follows: Yes – Heeres, Zelenak, Bargo, Boettcher, Smith, Ricksgers, LaVanway, Kruger; No – None; Absent – Marcus.

It was moved by Ricksgers, seconded by Bargo that the Chairman be authorized to execute the Intergovernmental Agreement on behalf of the Airport with the Antrim County Road Commission for vehicle repair and maintenance services for vehicles owned by the Antrim County Airport. Motion carried as follows: Yes – Heeres, Zelenak, Bargo, Boettcher, Smith, Ricksgers, LaVanway, Kruger; No – None; Absent – Marcus.

Commissioner Smith left meeting at 2:12 p.m. and returned at 2:14 p.m.

It was moved by Smith, seconded by Heeres that the Board approve selling the countywide parcel layer for \$3,500 and the situs address points, municipal boundaries and school district boundaries for an additional \$3,500 to CoreLogic subject to signature by company representatives on the data sharing agreement. Motion carried as follows: Yes – Heeres, Zelenak, Bargo, Boettcher, Smith, Ricksgers, LaVanway, Kruger; No – None; Absent – Marcus.

**RESOLUTION #16-2018** By Bryan Smith, seconded by Scott Kruger

***LOCAL GOVERNING BODY RESOLUTION FOR CHARITABLE GAMING LICENSES***

**WHEREAS**, the Antrim County Board of Commissioners, receiving a request from the Antrim County Baby Pantry of Mancelona, County of Antrim, through the fiscal sponsorship of the Antrim County Abuse and Neglect Council, asking that they be recognized as a nonprofit organization operating in the community for the purpose of obtaining charitable gaming licenses; and

**WHEREAS**, the Antrim County Board of Commissioners, recognizes the Antrim County Baby Pantry of Mancelona, County of Antrim, as a nonprofit organization; and

**THEREFORE BE IT RESOLVED**, the Antrim County Board of Commissioners hereby supports and approves the Antrim County Baby Pantry's request to obtain charitable gaming licenses, from the State of Michigan, Charitable Gaming Division.

Yes – David Heeres, Melissa Zelenak, Karen Bargo, Ed Boettcher, Bryan Smith, Brenda Ricksgers,  
Dawn LaVanway, Scott Kruger;  
No – None;  
Absent – Marcus.

**RESOLUTION #16-2018 DECLARED ADOPTED.**



It was moved by Smith, seconded Heeres that the Board approve advancing one (1) week of vacation leave and three (3) days of personal leave to Stephanie Murray upon her start date as the Human Resources Director for Antrim County. Motion carried as follows: Yes – Heeres, Boettcher, Smith, Ricksgers, Kruger; No – Zelenak, Bargo, LaVanway; Absent – Marcus.

**RESOLUTION #17-2018** By Karen Bargo, seconded by Melissa Zelenak

**RESOLUTION OF INTENT  
PROPOSED AGREEMENT FOR SERVICES AT ANTRIM COUNTY AIRPORT**

**WHEREAS**, the County owns, operates and maintains Antrim County Airport; and

**WHEREAS**, Antrim County has been notified of the retirement of a field operations employee at the Antrim County Airport; and

**WHEREAS**, while the retirement notification was considered a reasonable amount of time in advance by most standards, it left a short amount of time to consider alternatives to hiring a replacement employee; and

**WHEREAS**, a Contract has been proposed between the County of Antrim, Antrim County Airport, whose address is 3366 S. Derenzy Rd, Bellaire, Michigan 49615 and Bellaire Ground Services, Inc. (Randolph L. Bricker, Sr.), whose address is P.O. Box 467, Pellston, Michigan 49769; and

**WHEREAS**, the County desires to obtain operational services equal to one full-time equivalent at the Airport which includes cleaning, snow plowing/removal, grounds/equipment maintenance, and office services; and

**WHEREAS**, Mr. Bricker's company has submitted a proposal for, and is willing, able and qualified to perform, all of said work in accordance with the provisions of a proposed Contract; and

**WHEREAS**, the County Finance Committee of the Whole has briefly reviewed the proposed Contract and, aside from a few details, finds the general spirit of the Contract to be acceptable; and

**WHEREAS**, due to the tight timeline for approval of the arrangement the County's civil counsel has not had enough time to review the proposed Contract.

**NOW, THEREFORE**, as both parties are interested in pursuing an arrangement as described above, Mr. Bricker has agreed to accommodate the County's need for additional time to have their civil counsel review the proposed Contract and potentially make recommendations for mutually agreed upon changes, with a target approval date of July 12, 2018.

**FURTHERMORE**, once it is determined that the Contract is acceptable to the County, and the framework for the arrangement is within the County's statutory authority, the County Board of Commissioners will authorize the Chairman of the Board to sign the agreement.



**RESOLUTION #17-2018 continued.**

Yes – Melissa Zelenak, Karen Bargy, Ed Boettcher, Scott Kruger;  
No - David Heeres, Bryan Smith, Brenda Ricksgers, Dawn LaVanway;  
Absent – Christian Marcus.

**RESOLUTION #17-2018 DECLARED – FAILED**

**RESOLUTION #18-2018** By Bryan Smith, seconded by Dawn LaVanway

**CONSORTIUM AGREEMENT THROUGH NORTHERN LAKES ECONOMIC ALLIANCE AND ITS PARTNERS**

**WHEREAS**, Antrim County is a strong supporter of High Speed internet access; and

**WHEREAS**, Antrim County recognizes and supports the role of High Speed Internet Access (wired or wireless) in economic development throughout Antrim County and the Regional Area; and

**WHEREAS**, Antrim County as a core partner in the Northern Lakes Economic Alliance recognizes an opportunity to proliferate high speed internet access for the purpose of economic development in Antrim County and the surrounding region;

**NOW THEREFORE BE IT RESOLVED** that the Antrim County Board of Commissioners is in support of creating a Consortium Agreement with and through the Northern Lakes Economic Alliance and its partners, to help increase high speed internet access through the regional area for both public access and economic development to contribute to the regional area.

Yes – David Heeres, Melissa Zelenak, Karen Bargy, Ed Boettcher, Bryan Smith, Brenda Ricksgers,  
Dawn LaVanway, Scott Kruger;  
No – None;  
Absent – Christian Marcus.

**RESOLUTION # 18-2018 DECLARED ADOPTED.**

**Consent Agenda**

Commissioner Bargy requested that one (1) item be pulled from the consent agenda as follows:  
Action: Authorize the Finance Director make the following amendments for the 1905 Courthouse Boiler #2: transfer \$21,000.00 out of the Capital Projects – County Building and Structures Fund #470 and transfer \$21,000.00 into the General Fund # 101-000-699.470.

It was moved by Zelenak, seconded by Bargy that the Claims and Accounts in the amount of \$403,778.21 be approved and paid. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, Ricksgers, LaVanway, Kruger; No – None; Absent – Marcus.



It was moved by Zelenak, Seconded by Bargy that the Board approve amendments to the General Fund and authorize the Finance Director, Deb Haydell to increase the General Fund revenue line item 101-000-676 by \$1,750.00, contingent of the Paddle Antrim Ripple Effect Grant. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, Ricksgers, LaVanway, Kruger; No – None; Absent – Marcus.

It was moved by Zelenak, seconded by Bargy that the Board approve amendments to the General Fund and authorize the Finance Director, Deb Haydell to increase the General Fund revenue line item 101-000-544 by \$4,261.00 and increase the General Fund, Capital Outlay – computers expenditure line item 101-902-980.426 by \$8,522.00, with the 50% required match to be transferred from the Grant Match Reserve Fund #161, contingent on acceptance of the Emergency Management Performance Grant award. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, Ricksgers, LaVanway, Kruger; No – None; Absent – Marcus.

It was moved by Zelenak, seconded by Bargy that the Board approve the proposed 2018 budget amendment for the Facilities Master Plan Project and authorize the Finance Director, Deb Haydell to make the following budget amendments: transfer out \$70,000.00 from Capital Projects – County Buildings and Structures Fund #470 and transfer in \$70,000.00 to General Fund 101-000-699.470 to increase the expenditure budget for General Fund – Special Projects by \$70,000.00. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, Ricksgers, LaVanway, Kruger; No – None; Absent – Marcus.

It was moved by Zelenak, seconded by Bargy that the Board authorize the Chairman to execute the State of Michigan 2017-18 Hazardous Materials Emergency Preparedness (HEMP) Planning Program Grant Agreement for \$6,000.00 (CFDA Number: 20.703 Grant Number: HM\_HMP-0558-16-01-00). Motion carried as follows: Yes- Heeres, Zelenak, Bargy, Boettcher, Smith, Ricksgers, LaVanway, Kruger; No – None; Absent – Marcus.

It was moved by Bargy, seconded by Kruger to authorize the Finance Director, Deb Haydell to make the following amendments: transfer \$21,000.00 out of Capital Projects - County Building and Structure Fund #470, and transfer \$21,000.00 into the General Fund 101-000-699.470 and increase expenditures in line item 101-901-980.264 by \$21,000.00 contingent upon acceptance of 1905 Courthouse Boiler #2 project bid. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, Ricksgers, LaVanway, Kruger, No – None; Absent – Marcus.

Commissioner Kruger left the meeting at 3:21 p.m.

It was moved by Zelenak, seconded by Smith that the Board approve the creation of a Human Resources Department #270 in the General Fund and approve the budget for the Human Resource Department as an amendment to the 2018 General Fund and authorize the Finance Director, Deb Haydell to transfer \$50,459.00 from Special Projects – Contingencies 101-895-999 to the newly created department #270, for the remainder of the 2018 Fiscal year. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, Ricksgers, LaVanway; No – None; Absent – Kruger, Marcus.

Commissioner Ricksgers left the meeting at 3:24 p.m. and returned at 3:27 p.m.

The Chairman appointed Diane Franckowiak to the Solid Waste Facility Siting Committee.

It was moved by Zelenak, seconded by LaVanway to accept the Chairman's appointment of Diane Franckowiak to the Solid Waste Facility Siting Committee. Motion carried - all present voting yes.



The Chairman made the appointment of Ed Boettcher (self) to the Northwest MI Community Action Agency.

It was moved by Heeres, seconded by Smith to accept the Chairman's appointment of Ed Boettcher (self) to the Northwest MI Community Action Agency. Motion carried – all present voting yes.

Commissioner Zelenak requested that the Communication Training be postponed to the next regular Board meeting.

The Chairman appointed Megan Chase to the Solid Waste Facilities Siting Committee to replace the position of Thomas Clement representing environmental concerns.

It was moved by Zelenak, seconded by Heeres to accept the Chairman's appointment of Megan Chase to the Solid Waste Facilities Siting Committee to represent environmental concerns replacing the position held by Thomas Clement. Motion carried – all present voting yes.

Peter Garwood, County Administrator provided the Board with an update on projects and assignments.

The Chairman requested Public Comment. There was none.

The meeting adjourned at 3:45 p.m.

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Edgar Boettcher, III, Chairman

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Sheryl Guy, County Clerk



**SPECIAL MEETING  
ANTRIM COUNTY FACILITIES MASTER PLAN  
WORKSHOP**

The meeting/workshop was called to order by the Chairman at 1:30 p.m.

Members present: Melissa Zelenak, Karen Bargy, Ed Boettcher, Bryan Smith, Brenda Ricksgers,  
Scott Kruger, Christian Marcus

Absent: David Heeres, Dawn LaVanway

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

The Chairman requested Public Comment. There was none.

The Byce Team facilitated the Antrim County Facilities Master Plan Workshop.

**Review and Discussion of Selected Master Plan Options:**

Option A: Administrative Building

Option B: Courthouse

Option C: Sheriff's Office/Jail

Option D: Animal Control

Option E: ACT

Option F: Commission on Aging

Option G: Bank Building

Option H: Health Department Building

Option I: Nifty Thrifty Building

Goals and Objectives – define 20 year Facilities Master Plan, Probable Cost and Implementation/Phasing Plan to address current and future space and facility needs.

**Review of Statement of Probable Costs Options Summary:**

Range of Probable Costs: Low/Mean/High

**Charrette Options Advantages and Disadvantages:**

Review and Discussion followed.

The following options were addressed and identified as needing corrective work and/or future demolition with costs to be addressed in future budgets.

Option D: Animal Control (future budgeting) Corrective Work.

Option E: ACT be reconsidered with a 3 year plan for corrective work roof replacement.

Option F: Commission on Aging - Remove from table.

Option H: Health Department Building – remove from table.

Option I: Nifty Thrifty – removed from table at this time a leased building and future decisions.



Commissioner Zelenak spoke of four (4) components the Board needs to determine:

1. Maximum amount to fund.
2. Maximum amount of time to pay for facilities phase #1.
3. How will the County plan to pay for phase #1.
4. When would or could phase #1 start.

Discussion followed.

Commissioner Zelenak left at 2:40 p.m.

Commissioner Smith left at 2:45 p.m. and returned at 2:50 p.m.

Commissioner Heeres arrived at 3:03 p.m.

**Determination of Preferred Master Plan Options:**

Discussion followed:

1. Sheriff's Office/Jail  
Continue use of current Sheriff's Office/Jail (operations) during Phase #1
2. Removal of Annex/Grove building pending vacating and closure of Grove Street.
3. Removal of Bank Building.
4. Leased space Department of Health & Human Services and Community Mental Health.
5. Antrim Conservation District.
6. Relocation of Probation Office's and Prosecuting Attorney's Office.

Commissioner Zelenak returned at 3:20 p.m.

Commissioner Kruger left at 3:24 p.m.

**1<sup>st</sup> Preferred Master Plan Options and Anticipated Implementation/Phasing:**

**Phase #1 – (2018-2020) New Jail/Law Enforcement Center** Options C or D: Dependent upon ability to vacate and close Grove Street.

Preliminary Design of Master Plan F to Refine Scope of Work Details, Cost and Financing.

Administration Building Space Reallocation and Security System.

Relocation of Prosecutor's Office.

Courthouse Corrective Work and Space Reallocation.

Bank Building.

**Phase #2 – (2020-2022)**

Administration Building Renovation

Antrim County Transportation Corrective Work

**Phase #3 (2028-2038)**

Demolition of Nifty Thrifty future parking construction

Antrim County Transportation – enclosed parking

Determination of future of tenant space (CMH & DHHS) Leased Space.

**Discussion of Public Presentation (s) of Master Plan Options:**

Byce Team will refine workshop results and provide a written report to the Board members to review and discuss at another special meeting/workshop.

Workshop/Special Board Meeting to be held on Monday, July 30, 2018 at 10:00 a.m.



Public Presentation: Monday, August 6, 2018 at 6:30 p.m. with the Clerk scheduling a venue large enough to accommodate a very large group.

The Byce Team concluded the workshop was very productive and thanked the Board members for their open discussion to address current and future space and facility needs. Also discussed were the decisions and concerns of the preliminary probable costs for each option, implementation plan, and phasing plan.

The Chairman requested Public Comment. There was none.

The workshop adjourned at 3:57 p.m.

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Chairman, Edgar Boettcher, III

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Clerk, Sheryl Guy



The meeting was called to order by the Chairman at 9:00 a.m.

Members Present: David Heeres, Melissa, Zelenak, Karen Bargy, Ed Boettcher, Bryan Smith, Brenda Ricksgers, Dawn LaVanway, Scott Kruger.

Absent: Christian Marcus.

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

Invocation offered by Commissioner Zelenak.

The Chairman made the announcement that there will be no discussion of the Intermediate Lake Association or talks of special assessment as there is no action to be addressed at today's Board meeting.

The Chairman requested Public comment. Mike Bertram addressed the Board announcing that Chris Thompson has been hired as Director of the Township Ambulance Authority and that the Three Lakes Association be placed on the Board agenda for the August meeting. Barry Cole, Attorney introduced himself to the Board and spoke on his candidacy for the position of Antrim County Probate Judge. Sherry Kramer spoke to the Board with concerns of the flooding issues on the Chain of Lakes. Public Comment closed at 9:10 a.m.

It was moved by Zelenak, seconded by Ricksgers that the Agenda be approved as presented. Motion carried – all present voting yes.

Peter Garwood, County Administrator provided the Board with an update on projects and assignments.

Peter Garwood, County Administrator presented the County Administration/Planning 2017 Annual Report.

It was moved by Smith, seconded by Kruger that the County Administration/Planning 2017 Annual Report be accepted. Motion carried – all present voting yes.

Christine Crissman presented the Watershed Center Grand Traverse Bay Antrim County FY 2017-2018 Annual Report.

It was moved by Zelenak, seconded by Kruger that the Watershed Center Grand Traverse Bay Antrim County FY 2017-2018 Annual Report be accepted. Motion carried – all present voting yes.

Amy Barritt presented the Traverse Area District Library – Talking Library Antrim County 2017 Annual Report.

It was moved by Ricksgers, seconded by Zelenak that the Traverse Area District Library – Talking Library Antrim County 2017 Annual Report be accepted. Motion carried – all present voting yes.



It was moved by Zelenak, seconded by \_\_\_\_\_ that an Ad-Hoc Committee be formed to address communication improvements and gather input of Board members and staff to improve future internal and external communications in and for Antrim County. **NO ACTION TAKEN**

Commissioner Smith requested that the motion to form an Ad-Hoc Committee be formed to address communication improvements and gather input of Board members and staff to improve future internal and external communications in and for Antrim County be **TABLED. Board Rules and Procedures require that this proposal be provided to members at least two (2) days prior to meeting.**

Lisa Peacock and Scott Kendzierski presented the Health Department of Northwest Michigan 2017 Annual Report.

It was moved by Bargy, seconded by Zelenak that the Health Department of Northwest Michigan 2017 Annual Report be accepted. Motion carried – all present voting yes.

Kenneth Talsma, Anderson, Tackman & Company, PLC Certified Public Accounts presented the 2017 Antrim County Audit Report.

It was moved by Heeres, seconded by Smith that the 2017 Antrim County Audit Report be accepted. Motion carried – all present voting yes.

Deb Haydell, Finance Director presented the Antrim County Finance Director 2017 Annual Report.

It was moved by Kruger, seconded by Ricksgers that the Antrim County Finance Director 2017 Annual Report be accepted. Motion carried – all present voting yes.

Leisa Eckerle Hankins and Lorie Minidis presented the Antrim County Community Collaborative 2017 Annual Report.

It was moved by Smith, seconded by Zelenak that the Antrim County Community Collaborative 2017 Annual Report be accepted. Motion carried – all present voting yes.

Tim Reicha presented the Glacial Hills Pathway & Natural Area 2017 Annual Report.

It was moved by Zelenak, seconded by Smith that the Glacial Hills Pathway & Natural Area 2017 Annual Report be accepted. Motion carried – all present voting yes.

It was moved by Kruger, seconded by Ricksgers that the minutes from June 14, 2018 be approved as corrected. Motion carried – all present voting yes.

It was moved by Zelenak, seconded by Kruger that the Special Meeting Antrim County Facilities Master Plan Workshop minutes from June 27, 2018 be approved as written. Motion carried – all present voting yes.

Commissioner Zelenak left the meeting at 12:49 p.m. and returned at 12:53 p.m.



It was moved by Smith, seconded by Zelenak that a Special Meeting be scheduled with Haider Kazim, County civil counsel to advise the Board on his legal opinion regarding a court order indicating the control of lake levels is limited to control through the Bellaire Dam and mandated levels are specific to Intermediate Lake and that the following be authorized to remain in closed session County Administrator, Peter Garwood, Deputy County Administrator, Matthew Cooke, Dam Operator, Mark Stone and County Clerk, Sheryl Guy at a scheduled meeting on August 6, 2018 directly following the Finance of a Whole Committee meeting with civil counsel Haider Kazim being present. Motion carried – all present voting yes.

It was moved by Smith, seconded by Kruger that the Board approve Ordinance #01-18, which amends parts of An Ordinance Related to Making Certain Violations of the Stille-Drossett-Hale Single State Construction Code Act to be Civil Infractions adopted by the Antrim County Board of Commissioners on November 10, 2005, as Ordinance #01-05. Motion carried as follows: Yes – Heeres, Zelenak, Bargo, Boettcher, Smith, Ricksgers, LaVanway, Kruger; No – None; Absent – Marcus.

It was moved by Smith, seconded by Bargo that the Board approve the quote from Ahrens Asphalt Paving and Seal Coating to cut out and replace the worst parts, fill the cracks, stripe and seal coat the entire parking lot in front of the County Building for a cost of \$5,650.00. Motion carried as follows: Yes – Zelenak, Bargo, Boettcher, Smith, Ricksgers, LaVanway, Kruger; No – Heeres; Absent – Marcus.

It was moved by Smith, seconded by Zelenak that the Board authorizes the Chairman to execute a letter stating Antrim County's wish to continue participation with Grand Traverse County for the administration and fiduciary of the Clean Sweep Grant at the rate of \$200.00 per event for the remainder of 2018 and for 2019 if Grand Traverse County extends the agreement. Motion carried as follows: Yes – Heeres, Zelenak, Bargo, Boettcher, Smith, Ricksgers, LaVanway, Kruger; No – None; Absent – Marcus.

It was moved by Smith, seconded by Kruger that the Board authorize the Chairman to execute an easement agreement with Great Lakes Energy to bury the electric lines to the communication tower on a part of the Glacial Hills Pathway and Natural Area on Vandermark Road (parcel Number 05-07-214-011-00) as proposed, pending legal review. Motion carried as follows: Yes - Heeres, Zelenak, Bargo, Boettcher, Smith, Ricksgers, Kruger; No – LaVanway; Absent – Marcus.

It was moved by Smith, seconded by Heeres that the Board authorize the Chairman to execute a letter of support for the Chain of Lakes Trail and the possible designation of the water trail as both a Michigan Water Trail and a National Water Trail. Motion carried as follows: Yes – Heeres, Boettcher, Smith, Ricksgers, LaVanway, Kruger; No – Zelenak, Bargo; Absent – Marcus.

Commissioner Bargo stated that the County Board of Commissioners was not the original body which the Waterways Trail from Ellsworth to Elk Rapids originated it was a concept originating from the group Paddle Antrim.



It was moved by Ricksgers, seconded by Bargy that the Board authorize the Commission on Aging Director, Judy Parliament to execute the Notice of Contract Award for additional funds for Congregate Meals in the amount of \$12,111.00 which will be an Amendment #1 to the 2017-2019 Multi-Year Services Contract. Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, Ricksgers, LaVanway, Kruger; No – None; Absent – Marcus.

It was moved by Heeres, seconded by Zelenak that the Board approve to increase the 2019 Commissioner salary to \$6,000.00 for the Chairman and \$5,000.00 for the other Board of Commissioner members. Motion as follows: Yes – Heeres, Zelenak; No – Bargy, Boettcher, Smith, Ricksgers, LaVanway, Kruger; Absent – Marcus. **MOTION FAILED**

Commissioner Bargy requested that the Chairman refer the full-day per diem rates to the Administration and County Services Committee.

The Chairman referred the Board of Commissioner per diem rates for a full-day back to the Administration and County Services Committee.

It was moved by Smith, seconded by Heeres that the Board approve the request from the Antrim County Road Commission for the Geographical Information Systems parcel layer and the aerial photo imagery at no cost as long as they sign a data transmission agreement. Motion carried – all present voting yes.

It was moved by Smith, seconded by Zelenak that the salary for the Finance Director be increased by \$2,934.52, beginning with payroll period, July 22, 2018, on a prorated basis, to bring the annual total to \$61,624.97 (this would be the 5% amount recommended for the parity in 2019) be approved.

**Discussion followed.** The Board requested input from the Finance Director and she voiced concerns that three (3) motions were submitted to the Administration Committee and the committee only addressed the first motion. She stated that her salary has been tied to the County Administrator's salary and with staff changes and the addition of the Human Resource Director, and that her salary no longer be tied to the Administrator's salary.

Motion carried as follows: Yes – Zelenak, Bargy, Boettcher, Smith, Ricksgers, Kruger; No – Heeres, LaVanway; Absent – Marcus.

It was moved by Bargy, seconded by Zelenak that the Charter Spectrum Agreements be **TABLED** and be referred back to the Finance, Ways and Means Committee. Motion as follows: Yes – Bargy; No – Heeres, Zelenak, Boettcher, Smith, Ricksgers, LaVanway, Kruger; Absent – Marcus. **MOTION FAILED**

Commissioner Heeres left meeting at 2:00 p.m.



It was moved by Smith, seconded by Ricksgers that the Board approve the Spectrum Customer Service Order and Fiber Internet Access Service Level Agreement, and the Enterprise Commercial Terms of Service for a twenty-four (24) month period at a cost of up to \$1,040.00 per month. Motion carried as follows: Yes – Zelenak, Bargo, Boettcher, Smith, Ricksgers, LaVanway, Kruger; No – None; Absent – Heeres, Marcus.

### **Consent Agenda**

It was moved by Bargo, seconded by Zelenak that the Claims and Accounts in the amount of \$294,386.01 be approved and paid. Motion carried as follows: Yes – Zelenak, Bargo, Boettcher, Smith, Ricksgers, LaVanway, Kruger; Absent – Heeres, Marcus.

It was moved by Bargo, seconded by Zelenak that the Board authorize Deb Haydell, Finance Director to make a 2018 budget amendment for \$12,111.00 to increase the revenue to the Commission on Aging Fund #297, Department 000, line item 565.001, contingent upon the approval of the Notice of Contract Award (NCA) 2017-2019 Multi-Year Aging Services Contract. Motion carried as follows: Yes - Zelenak, Bargo, Boettcher, Smith, Ricksgers, LaVanway, Kruger; No – None; Absent – Heeres, Marcus.

It was moved by Zelenak, seconded by Ricksgers that the Board approve Deb Haydell be appointed as the Officer Delegate representing administration and Sheryl Guy be appointed as Officer Alternate representing administration to the Municipal Employees' Retirement System 72<sup>nd</sup> Annual Conference to be held October 4-5, 2018 at the Grand Rapids Amway Grand Plaza. Motion carried as follows: Yes – Zelenak, Bargo, Boettcher, Smith, Ricksgers, LaVanway, Kruger; No – None; Absent – Heeres, Marcus.

It was moved by Bargo, seconded by Ricksgers that the Board approve an amendment to the General Fund and authorize Deb Haydell, Finance Director to increase the General Fund, Computer – Internet Access – line item (101-228-802.025) by \$4,320.00 to come from the General Fund, Special Projects Contingencies line item (101-895-999.000). Motion carried as follows: Yes - Zelenak, Bargo, Boettcher, Smith, Ricksgers, LaVanway, Kruger; No – None; Absent – Heeres, Marcus.

Commissioner Bargo requested a status report on items not addressed during various matters from County Administrator, Peter Garwood.

Airport position: Reporting 11 applicants and interviews forthcoming.

Indemnity Insurance – Deb Haydell: MMRMA does not provide this coverage and reported that in this particular case the (third party) being the IRS would assume liability. MMRMA recommended that the County seek local insurance groups to inquire about potential commercial insurance options for Fiduciary Liability coverage.

Rave System: Leslie Meyers and John Morris are working on getting familiar with system.

Opioids Case: Continue to gather information.

**Discussion followed: *Study and analysis for County positions and wages***



The members agreed that they are interested in further discussions for having a study and analysis of all County positions and wages. The County Administrator informed the Board that outside firms are available for hire to provide such intense and detailed studies.

The Chairman referred the issue of House Bill 6049 and Senate Bill 1025 back to the Administration and County Services to allow for more detail to be gathered and input from local units as the bills introduced are seeking to restructure the tax assessing qualifications, process and boundaries of local assessing units in Michigan.

The Chairman requested Public Comment. There was none.

The meeting adjourned at 2:52 p.m.

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Edgar Boettcher, III Chairman

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Sheryl Guy, County Clerk



**SPECIAL MEETING  
ANTRIM COUNTY FACILITIES MASTER PLAN  
WORKSHOP**

The meeting/workshop was called to order by the Chairman at 10:00 a.m.

Members present: David Heeres, Melissa Zelenak, Karen Bargy, Ed Boettcher, Bryan Smith, Brenda Ricksgers, Dawn LaVanway, Christian Marcus.

Absent: Scott Kruger

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

The Chairman requested Public Comment. Don Seaman spoke in opposition of the Antrim County Facilities Master Plan – New Jail plans to be centered on the campus and the use of land for law enforcement. Public comment closed.

The Byce Team facilitated the Antrim County Facilities Master Plan Workshop.

Review and Discussion: Master Plan Option F: 20 Year Implementation/Phasing Plan & Statement of Probable Cause

**Phase 1: 1-5 Years - New Sheriff's Office/Jail**

Preliminary Design of Master Plan F to refine scope of work details, cost and financing.  
Master Plan Option C or D based upon determination of Grove Street Closure.

- C. East side of Grove Street if left in place.
- D. Demolition of Grove Street Annex and construction on Grove Street.

The Village of Bellaire has jurisdiction/control over Grove Street and the County will need to address the Village Council to begin a dialog for the purpose of making a request to vacate the street. The purpose is for contiguous space of the County's Campus, and the preferred location for a New Sheriff's Office/Jail. The benefit that the Village of Bellaire will gain is additional parking spaces available for use of the public.

Administration Building Phased Renovation:

- Space Reallocation & Security.
- Relocation of Prosecutor Attorney's Office to (Sheriff Office/Jail or Administration Building) dependent upon preliminary design scope of work details.
- Bank Building Potential demolition based on sequence of construction.

**Phase 2: 5-10 Years**

- Courthouse Corrective Work and Space Reallocation: Court Probation Offices to the Courthouse.
- Antrim County Transportation corrective work.



**Phase 3: 10-20- Years**

- Antrim County Transportation enclosed vehicular storage.
- Potential demolition of Nifty Thrifty and construction of parking lot.
- Determination of the future of the CMH Tenant Space and Health Department lease space.

**Summary & Review: Public Informational Meeting - Monday, August 6, 2018 at 6:30 pm at Meguzee Hall (meeting room) at Meadowbrook Medical Care Facility**

- Facilities Master Plan Goals & Objectives
- Facilities Master Plan Approach and Methodology
- Master Plan Components: Obtained Data/Information
- Strategic planning to define historical and future influences/trends how County does business: Analytics, Project Modeling, Existing Space and Operation Evaluations
- Complete Staff and Architectural Space Programming to define 10 and 20 year needs: Staff program, Architectural Space program and parking projects.
- Address the established needs, Probable Cost and Implementation Plan: Charrette Sessions: (2.5 days) with Board members, Elected Officials and Department Heads. Commissioners' Workshop's: June 27, 2018 and July 30, 2018.
- Jail Evaluation – Deficiencies: Operations, Safety and Liability
- Michigan Jail Standards/ACA Standards

**Public Input:**

Don Seaman spoke of the planning process taken as it appears to be closed and objected to day time meetings/workshops being conducted without notice to the stakeholders/public.

The Chairman spoke to the process the Board has taken and that all work sessions/workshops and meetings have been open to the public/stakeholders and that misinformation is being disbursed.

Commissioner Bargy spoke that the Facilities Master Plan process components: Data/Information, historical, current and future trends and space/facilities evaluations summarized in the study had caused the Board to take a different direction than what was originally intended.

**Next Step:**

Public Informational Presentation August 6, 2018 at 6:30 p.m. at the Meguzee Hall (meeting room) at Meadowbrook Medical Care Facility.

A Board member will open the meeting with other staff members offering information on the day to day operations in various departments in the current facilities and their conditions.

Commissioner Smith left the workshop at 11:47 a.m.

The Chairman requested Public comment. There was none.

The Board recessed at 11:48 a.m.



The Board reconvened at 1:00 p.m.

Members present: David Heeres, Melissa Zelenak, Karen Bargy, Ed Boettcher, Brian Smith,  
Brenda Ricksgers, Dawn LaVanway, Christian Marcus.

Absent: Scott Kruger.

It was moved by Bargy, seconded by Zelenak that the Board per Open Meeting Act #267 of 1976 MCL PA 532 of 2016 15.268 Closed Session: Section 8 (H) propose to consult with an attorney regarding their written opinion on court ordered lake levels on Intermediate Lake and the following remain in closed session: County Administrator, Peter Garwood, County Clerk, Sheryl Guy, Dam Operator, Mark Stone and Legal Counsel, Haider Kazim. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, Ricksgers, LaVanway, Marcus; No – None; Absent – Kruger.

The Board Retired to Closed Session at 1:05 p.m.

The Board returned to Open Session at 2:30 p.m.

The Chairman requested Public Comment. There was none.

The meeting adjourned at 2:31 p.m.

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Edgar Boettcher, III Chairman

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Sheryl Guy, County Clerk



The meeting was called to order by the Chairman at 9:00 a.m.

Members present: David Heeres, Melissa Zelenak, Karen Bargy, Ed Boettcher, Bryan Smith, Brenda Ricksgers, Dawn LaVanway, Scott Kruger.

Absent: None

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

Invocation offered by Commissioner Zelenak.

The Chairman requested Public Comment. Sheriff Dan Bean and Jail Administrator Todd Rawling presented a certificate of appreciation of outstanding performance on April 29, 2018, and awarded a lapel pin for Life Saving Efforts at the Antrim County Jail to:

***SHERRY KNIGHT***

County Administrator, Peter Garwood introduced the Human Resource Service Director, Stephanie Murray. Joe Short, Barbara Bradford, Brad Kik all spoke to the Board regarding the Antrim County Facilities Master Plan requesting that another option be explored to move facilities off campus. Public comment closed at 9:24 a.m.

It was moved by Zelenak, seconded by Kruger that the agenda be revised to address Primary Election ballot shortage; Option G -Antrim County Facilities Master Plan and funding; and Antrim County Procedures and Rules Section 1.63 all under Various Matters. Motion carried – all present voting yes.

County Administrator, Peter Garwood provided an update for the following:

- Antrim County Airport vacant position which was advertised with the wrong job Title/Description and is being re-advertised meanwhile a 45-Day Agreement for Services at the Antrim County Airport with Randolph L. Bricker, Sr. President of Gaylord ARFF, Inc. was authorized by the Chairman and deemed an emergency.

Dean Pratt Undersheriff presented a report on the Record Management and System Summary of Offenses.

Mark Haynes, Building Official presented the Antrim County Building Department 2017 Annual Report.

It was moved by Heeres, seconded by Smith that the Antrim County Building Department 2017 Annual Report be accepted. Motion carried – all present voting yes.

Sarah Mills, PhD addressed the Board and presented a Wind Energy-Turbines presentation on Lessons Learned from Michigan's Windfarms.



County Clerk, Sheryl Guy addressed the Board on the shortage of Ballots for the Primary Elections with four (4) Townships running out: Central Lake Township, Custer Township, Milton Township and Jordan Township. and that three (3) of the townships chose to use paper ballots and tally all votes in at the end of the night to the tabulator totals. Central Lake Township chose to use the Voter Assistance Terminal also known as the VAT a system not strictly used for voters with disabilities. This system allows the ballot voted to be inserted and tallied into the tabulator hence no hand tally at the end of the night. The Township did experience slow voting which lead to a lineup of voters waiting to vote. All local clerks issue their Absentee Voter Ballot requests and estimate if they will need to order more ballots. This is a judgement call based on past years usage and voter turnout. This was an election with a great deal of voters coming to the polls compared to other elections. Many jurisdictions across the State ran out of ballots and turned to paper ballots, used the VAT system and also had the correct paper stock to print ballots. Therefore, the voting process was slow and the lines were long but everyone in line at 8:00 p.m. was able to vote. Discussion followed.

County Administrator, Peter Garwood spoke of the public informational presentation of the Antrim County Facilities Master Plan and with the public input, suggestions and comments it was quickly identified that an Option G be considered for an offsite location. The Byce Team has agreed to put Option G together and deliver at no charge. He will request a quote from Byce & Associates for facilitating additional public informational presentations. Discussion followed.

Commissioner Zelenak addressed the lack of communication with various groups and Boards to circulate good information and prevent wrong information from being disbursed and what works best for the County. Discussion followed.

Commissioner LaVanway spoke of the Antrim County Board of Commissioners Procedure and County Board Rules addressing section 1.63 Special Meetings: The Chairman took action and authorized the contract for a period of 45-Days for services at the Airport. County Administrator, Peter Garwood again stated the error in title and job description in the advertisement of the vacant position caused an emergency with the months of July and August being the busiest months of the year and therefore, action was taken.

It was moved by LaVanway, seconded by Marcus that the Board of Commissioners work with the Village of Bellaire and the Bellaire DDA on the space needs facility plan. **NO VOTE**

Commissioner Heeres requested that the Byce Team - Antrim County Facilities Master Plan be **TABLED** per Board Procedures and Rules.

It was moved by Zelenak, seconded by Ricksgers that the minutes from July 12, 2018 be approved as corrected. Motion carried – all present voting yes.

It was moved by Heeres, seconded by LaVanway that the Special Meeting Antrim County Facilities Master Plan Workshop minutes from July 30, 2018 be approved as written. Motion carried – all present voting yes.

It was moved by Zelenak, seconded by Kruger that the July 30, 2018 meeting minutes of the Closed Session be approved as written. Motion carried as follows: Yes – Zelenak, Bargy, Boettcher, Smith, Ricksgers, LaVanway, Kruger, Marcus; No – Heeres; Absent – None.



It was moved by Smith, seconded by Kruger that the Board approve an update of the fire alarm system including replacement of the fire alarm control panel, all smoke detectors, duct detectors and heat detectors as proposed in the quote from Johnson Controls, dated July 17, 2018 at a cost not to exceed \$21,000.00 and paid from Fund #470. Motion carried as follows: Yes – Heeres, Zelenak, Bargo, Boettcher, Smith, Ricksgers, LaVanway, Kruger, Marcus; No – None; Absent – None.

It was moved by Smith, seconded by Kruger that the Board approve and direct the County Administrator to begin negotiations and the drafting of an agreement with Antrim County, Antrim County Road Commission and Milton Township for the care and maintenance of the Cairn surrounding road right-of-way on Cairn Highway in Milton Township. Motion carried as follows: Yes – Heeres, Zelenak, Bargo, Boettcher, Smith, Ricksgers, LaVanway, Kruger, Marcus; No – None; Absent – None.

It was moved by Smith, seconded by Kruger that the Board authorize the Chairman to execute the Notification of Second Pipeline Construction and Receipt of Payment for the placement of a second pipeline in the existing easement at the airport contingent on acceptance by Michigan Consolidated Gas Company of the additional proposed language relating to damages as proposed by Antrim County civil counsel. Motion carried as follows: Yes – Heeres, Zelenak, Bargo, Boettcher, Smith, Ricksgers, LaVanway, Kruger, Marcus; No – None; Absent – None.

It was moved by Ricksgers, seconded by Zelenak that the Board approve the proposed 2019 Child Care Fund Budget Summary totaling \$321,000.00 and that the budget be submitted to the State of Michigan prior to the October 1, 2018 deadline. Motion carried as follows: Yes – Heeres, Zelenak, Bargo, Boettcher, Smith, Ricksgers, LaVanway, Kruger, Marcus; No – None; Absent – None.

It was moved by Ricksgers, seconded by Zelenak that the Board approve the Fiscal Year 2019 Emergency Management Performance Grant (EMPG) Work Agreement/Quarterly Report ~~for and authorize the Chairman to execute the grant work agreement grant agreement.~~ Motion carried as follows: Yes – Heeres, Zelenak, Bargo, Boettcher, Smith, Ricksgers, LaVanway, Kruger, Marcus; No – None; Absent – None.

**RESOLUTION #19-2018** By Christian Marcus, seconded David Heeres

**RESOLUTION IN OPPOSITION TO SENATE BILL 1031, A BILL TO AMEND 1893 PA 206, ENTITLED,  
“THE GENERAL PROPERTY TAX ACT, “(MCL 211.1 to 211.155)  
By adding section 9p**

**WHEREAS**, Senate Bill (SB) 1031 seeks to amend the General Property Tax Act to exempt qualified utility personal property from the collection of taxes under the Act; and

**WHEREAS**, “Qualified utility personal property” under the Act would include both the following utility personal property: electric transmission and distribution systems, substation equipment, spare parts, gas distribution systems, water transmissions and distribution systems, gas storage equipment, and transmission lines of gas or oil transporting companies; that was initially installed in the State after December 31, 2017; and

**WHEREAS**, SB 1031 in its present form as introduced on May 29, 2018, will impose a financial burden on Antrim County and its local units, as it will not only reduce personal property tax revenues in 2019, but every year thereafter those annual losses will continue to increase; and



**RESOLUTION #19-2018 continued.**

**WHEREAS**, SB 1031 in its present form as introduced on May 29, 2018, that the Antrim County Board of Commissioners supports the concerns of its Townships and the position taken by the Michigan Township Association; and

**WHEREAS**, SB 1031 was reported favorably by the Senate Committee on Finance without amendment for immediate effect to the Committee of the Whole on June 6, 2018, and

**NOW, THEREFORE, BE IT RESOLVED** that the Antrim County Board of Commissioners does hereby oppose SB 1031.

**BE IT FURTHER RESOLVED** that this resolution will be forwarded to all counties in Michigan, State Representative Tristan Cole, State Senator Wayne Schmidt, Governor Rick Snyder, the Michigan Townships Association, the Michigan Municipal League, and the Michigan Association of Counties.

YES – David Heeres, Melissa Zelenak, Karen Bargy, Ed Boettcher, Bryan Smith, Brenda Ricksgers, Dawn LaVanway, Scott Kruger, Christian Marcus;

NO – None;

ABSENT – None.

**RESOLUTION #19-2018 DECLARED ADOPTED.**

It was moved by Marcus, seconded by Bargy that the Board approve the request from the TART Trails for the GIS parcel layer and the topographical (elevation contour) layer at a cost of \$.05 per parcel or \$2,500.00 County-wide, as long as they sign a data transmission agreement. Motion as follow: Yes – Heeres, Bargy, Kruger, Marcus; No – Zelenak, Boettcher, Smith, Ricksgers, LaVanway; Absent – None.

**Motion Failed**

It was moved by Smith, seconded by Zelenak that the Board approve the request from the TART Trails for the GIS parcel layer and the topographical (elevation contour) layer at no cost and that they sign a data transmission agreement. Motion carried as follows: Yes – Zelenak, Boettcher, Smith, Ricksgers, LaVanway; No – Heeres, Bargy, Kruger, Marcus; Absent – None.

It was moved by Marcus, seconded by Heeres that the Board approve the conversion of one of the irregular part-time positions to a regular part-time position at the Antrim County Transportation to be effective September 1, 2018. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, Ricksgers, LaVanway, Kruger, Marcus; No – None; Absent – None.

The Chairman referred the Board of Commissioner per diems and mileage back to the Administration and County Services Committee.



It was moved by Marcus, seconded by Zelenak that the Board approve the creation of an "Airport Field Operator" position, convert the Airport Assistant Manager position and one of the Airport Equipment Maintenance positions to the newly created classification and adopt the following wage scale for the new classification for 2018.

**Start \$16.46    6 month \$16.97    1 Year \$ 17.49    2 YEAR \$18.02    3 YEAR \$18.56**

Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, Ricksgers, Kruger, Marcus; No – LaVanway; Absent – None.

**RESOLUTION #20-2018** By Christian Marcus, seconded by David Heeres

**OPPOSE THE DEPARTMENT OF NATURAL RESOURCES  
PLAN TO ELIMINATE BAITING AND SALE OF BAIT**

**WHEREAS**, the Michigan Department of Natural Resources (DNR) will be recommending a baiting ban to the Natural Resources Commission due to the discovery of Chronic Wasting Disease (CWD) in the deer population in Southwest Michigan, and

**WHEREAS**, in addition to other options, there has been discussions by the DNR regarding the potential of a baiting ban that would include the entire Lower Peninsula of Michigan, and

**WHEREAS**, Antrim County which is located on the shores of Lake Michigan in the upper northwestern portion of the Lower Peninsula and geographically at least 70 miles from any County in which deer have been tested and found to have Chronic Wasting Disease (CWD), and

**WHEREAS**, a baiting ban throughout the Lower Peninsula would include Antrim County, and

**WHEREAS**, a plan to eliminate baiting and a ban on the sale of bait in Antrim County is not in the best interest of the overall economy of Antrim County or the State of Michigan in general.

**NOW, THEREFORE, BE IT RESOLVED** that the Antrim County Board of Commissioners does hereby oppose any baiting ban and banning of the sale of bait that would include the entire Lower Peninsula of the State of Michigan.

**BE IT FURTHER RESOLVED that** this resolution will be forwarded to all counties in Michigan, State Representative Tristan Cole, State Senator Wayne Schmidt, Governor Rick Snyder, and Department of Natural Resources and the Natural Resource Commission.

YES – David Heeres, Melissa Zelenak, Karen Bargy, Ed Boettcher, Bryan Smith, Brenda Ricksgers,  
Dawn LaVanway, Scott Kruger, Christian Marcus;  
NO – None;  
ABSENT - None.

**RESOLUTION #20-2018 DECLARED ADOPTED.**



**RESOLUTION #21-2018** By Christian Marcus, seconded by David Heeres

**RESOLUTION OPPOSING THE LEGALIZATION OF MARIJUANA FOR GENERAL USE**

*(This resolution does not relate to the use of marijuana approved for medical purposes in compliance with current state law.)*

**WHEREAS**, proposals to legalize the general use of marijuana are being placed on the ballot across Michigan; and

**WHEREAS**, general marijuana use and possession is not permitted by federal and state law; and

**WHEREAS**, *The National Institute on Drug Abuse* reports that 1 in 6 teens that use marijuana become addicted to its use; and Marijuana is now the number one reason kids enter treatment for substance abuse – more than alcohol, cocaine, heroin, meth, ecstasy, and other drugs combined; and

**WHEREAS**, THE University of Colorado, Denver reports that marijuana-impaired driver related fatalities have risen 114% in Colorado since the state legalized the use of marijuana; and

**WHEREAS**, increased consumption of Marijuana would likely lead to higher public health and financial costs for society. Addictive substances like alcohol and tobacco already result in much higher social costs than the revenue they generate. The cost to society of alcohol alone is estimated to be more than 15 times the revenue gained by their taxation; and

**WHEREAS**, it is not possible to foresee and mitigate all the associated risks and impact to our communities through the legalization of marijuana for general use; and

**WHEREAS**, at this time there are no certified testing methods and or devices available to verify the levels of Tetrahydrocannabinol (THC) in a suspected marijuana users system; and

**RESOLVED** that the Antrim County Board of Commissioners is opposed to the legalization of marijuana for general use; and

**BE IT FURTHER RESOLVED** that Antrim County encourages other communities to oppose the legalization of marijuana for general use including the adoption of similar resolutions in opposition to the legalization on non-medical marijuana.

YES – David Heeres, Ed Boettcher, Bryan Smith, Brenda Ricksgers, Dawn LaVanway, Scott Kruger, Christian Marcus;

NO – Melissa Zelenak, Karen Bargo;

ABSENT: None.

**RESOLUTION #21-2018 DECLARED ADOPTED.**

It was moved by Zelenak, seconded by Smith that the Board approve the American Waste Solid Waste Transfer Station application as consistent with the Solid Waste Management Plan. Motion carried as follows: Yes – Heeres, Zelenak, Bargo, Boettcher, Smith, Ricksgers, Kruger, Marcus; No – LaVanway; Absent – None.



The Chairman directed the issues regarding the Tower located on the American Waste Transfer Station to the Buildings, Lands and Infrastructure Committee and the Northern Lakes Economic Alliance (NLEA).

### **Consent Agenda**

Commissioner Bargy pulled the Finance Action: Information Technology Department #228, General Fund 2018 budget amendment for the position change from part-time to full-time approved 9/14/2017 and that line items for Other Wages and FICA be amended in the 2018 budget.

It was moved by Bargy, seconded by Zelenak that the Claims and Accounts in the amount totaling \$312,350.32 be approved and paid. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, Ricksgers, LaVanway, Kruger, Marcus; No – None; Absent - None.

It was moved by Bargy, seconded by Zelenak that the Board approve the 2019-2024 Capital Outlay Plan with changes, contingent upon review and comment from CIP Committee members. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, Ricksgers, LaVanway, Kruger, Marcus; No – None; Absent - None.

It was moved by Bargy, seconded by Zelenak that the Board approve an update of the fire alarm system that the funding source be Fund# 470 Capital Projects, County Buildings and Structures and the Finance Director be authorized to make the corresponding 2018 budget amendments and transfers from Fund #470-967-999.101 General Fund #101-000-699.470, with the funding to be spent from Capital Outlay, line item 101-901-980.265. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, Ricksgers, LaVanway, Kruger, Marcus; No – None; Absent - None.

It was moved by Bargy, seconded by Zelenak that the Board approve a 2018 budget amendment for \$5,266.67 to Fund #280 Antrim County Breast Cancer/Grand Traverse Grant Fund #280, (280-000-587.001) for the Antrim County Baby Pantry 2% Grant check received from the Grand Traverse Band Economic Development Corporation, and a 2018 budget amendment for \$5,266.67 to Fund #280, Department #895 special project, line item #802 contractual services (280-895-802). Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, Ricksgers, LaVanway, Kruger, Marcus; No – None; Absent - None.

It was moved by Bargy, seconded by Zelenak that the Board approve the 2018 budget amendment to increase expenditures in the General Fund #101, Information Technology Department #228, Other Wages line item #706.000 for \$15,628.00 and FICA for \$1,119.55 for the position change from part-time to full-time as approved 9/14/2017. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, Ricksgers, LaVanway, Kruger, Marcus; No – None; Absent - None.

The Chairman appointed John Meeske to the Antrim County Economic Development Corporation term to expire December 31, 2020.



It was moved by Smith, seconded by Zelenak that the appointment of John Meeske to the Antrim County Economic Development Corporation term to expire December 31, 2020 be accepted. Motion Carried as follows: Yes – Heeres, Zelenak, Boettcher, Smith, Ricksgers, LaVanway, Kruger, Marcus; No – Bargo; Absent – None.

Commissioner Zelenak spoke on County Communications and forming an Ad Hoc/Work Committee.

Discussion followed.

Commissioner Marcus left meeting at 3:06 p.m.

Commissioner Heeres left meeting at 3:09 p.m.

The Chairman directed the County Communication topic to be added and consolidated with the Health and Public Safety Committee and if needed that the Committee meets as needed.

The Chairman requested public Comment. David Hill, Barbara Bradford, Brad Kik, David Hill on behalf of Joe Short and Mark Irwin all spoke in support of community involvement and input regarding the Byce Team Options as presented and that an Option G be studied and added, to Antrim County Facilities Master Plan and then be presented across the County to seek public opinion and collaboration of local groups, entities and to engage public participants. Barbara Bradford also addressed the Board regarding the future of the tower and uses available to the County. Rachel Krino spoke to the Board offering her services to assist the County with communications and social media needs to address the Antrim County Facilities Master Plan. Public Comment closed at 3:44 p.m.

The meeting adjourned at 3:45 p.m.

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Chairman, Edgar Boettcher, III

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County Clerk, Sheryl Guy



The meeting was called to order by the Chairman at 9:00 a.m.

Members present: David Heeres, Melissa Zelenak, Karen Bargo, Ed Boettcher, Brenda Ricksgers, Dawn LaVanway, Christian Marcus.

Absent: Bryan Smith and Scott Kruger.

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

Moment of Silence

The Chairman requested Public Comment. David Schulz, Village of Bellaire President spoke in support of Village participation in the Antrim County Facilities Master Planning process. Public Comment closed.

It was moved by Heeres, seconded by Zelenak to approve the agenda with the addition of outside committee Liaison reporting. Motion carried – all present voting yes.

Dawn Wagoner, Deputy Court Administrator and Carol Stocking, Administrator of the 86<sup>th</sup> District Court presented the District Court 2017 Annual Report.

It was moved by Zelenak, seconded by Ricksgers that the 86<sup>th</sup> District Court 2017 Annual Report be accepted. Motion carried – all present voting yes.

Honorable Judge Kevin Elsenheimer, of the 13<sup>th</sup> Circuit Court presented the Circuit Court 2017 Annual Report.

It was moved by Heeres, seconded by Zelenak that the 13<sup>th</sup> Circuit Court 2017 Annual Report be accepted. Motion carried – all present voting yes.

Sheryl Guy, Antrim County Clerk presented the County Clerk 2017 Annual Report.

It was moved by Heeres, seconded by Ricksgers that the County Clerk 2017 Annual Report be accepted. Motion carried – all present voting yes.

It was moved by LaVanway, seconded by Marcus that the bid for \$28,000.00 from Ballard's Plumbing and Heating for the replacement of boiler #2 in the 1905 Courthouse be accepted and approved. Motion carried as follows: Yes - Heeres, Zelenak, Bargo, Boettcher, Ricksgers, LaVanway, Marcus; No – None; Absent - Smith, Kruger.

It was moved by LaVanway, seconded by Ricksgers that the Board raise the Antrim County Barnes Park campground site fees for both electric and non-electric sites by \$1.00 starting January 1, 2019. Motion carried as follows: Yes – Heeres, Boettcher, Ricksgers, LaVanway; No – Zelenak, Bargo, Marcus; Absent – Smith, Kruger.



It was moved by LaVanway, seconded by Ricksgers that the Board authorize the Chairman to sign the Memorandum of Understanding between Michigan Department of Natural Resources Grants Management, the Village of Elk Rapids, and Antrim County for TF17-0110, Dam Beach and Fishing Park Restroom. Motion carried as follows: Yes – Heeres, Zelenak, Bargo, Boettcher, Ricksgers, LaVanway, Marcus; No – None; Absent – Smith, Kruger.

It was moved by LaVanway, seconded by Marcus that the Board approve a budget in the amount of \$20,000.00 for broadband consulting fees in the 2019 budget. Motion as follows: Yes – Heeres, LaVanway, Marcus; No – Zelenak, Bargo, Boettcher, Ricksgers; Absent – Smith, Kruger.

**MOTION FAILED**

It was moved by Ricksgers, seconded by Bargo that the Board authorize the Chairman to execute an amendment to the grant agreement with the Department of Health and Human Services to extend the current contract for Regional Detention Support Services to expire September 30, 2019, and increase funding by \$18,000.00. Motion carried as follows: Yes – Heeres, Zelenak, Bargo, Boettcher, Ricksgers, LaVanway, Marcus; No – None; Absent – Smith Kruger.

It was moved by Ricksgers, seconded by Bargo that the Board authorize the Chairman to execute a grant agreement with the State of Michigan for the fiscal year 2018 (October 1, 2017 – September 30, 2018) Emergency Management Performance Grant for \$19,687.00. Motion carried as follows: Yes – Heeres, Zelenak, Bargo, Boettcher, Ricksgers, LaVanway; No – None; Absent – Smith, Kruger.

It was moved by Ricksgers, seconded by Zelenak that the Board authorize the Chairman to execute a contract between Antrim County and County Line Power, LLC for the Rehabilitate Runway 2/20 Lighting project at a cost of \$102,865.00. Motion carried as follows: Yes – Heeres, Zelenak, Bargo, Boettcher, Ricksgers, LaVanway, Marcus; No – None; Absent – Smith, Kruger.

**RESOLUTION #22-2018** By Brenda Ricksgers, seconded by Melissa Zelenak

**MICHIGAN DEPARTMENT OF TRANSPORTATION  
ANTRIM COUNTY BOARD OF COMMISSIONERS  
CONTRACT FOR A FEDERAL/STATE/LOCAL  
AIRPORT PROJECT UNDER THE BLOCK GRANT PROGRAM**

**BE IT RESOLVED** that the Antrim County Board of Commissioners does hereby approve the proposed contract submitted by the Michigan Department of Transportation; and

**BE IT FURTHER RESOLVED** that Edgar Boettcher, III Chairman, be authorized and directed to execute the Contract No. 2018-0738 Federal Project No. B-26-0011-3418 (Rehabilitate Runway Lighting 2/20 – Construction) at the Antrim County Airport for and on behalf of the Antrim County Board of Commissioners.

Yes – David Heeres, Melissa Zelenak, Karen Bargo, Ed Boettcher, Brenda Ricksgers, Dawn LaVanway, Christian Marcus;

No - None;

Absent - Bryan Smith, Scott Kruger.

**RESOLUTION #22-2018 DECLARED ADOPTED.**



It was moved by Ricksgers, seconded by Zelenak that the grant between Antrim County Board of Commissioners and the Michigan Department of Transportation under the Block Grant Program by resolution for the project entitled: Rehabilitation Runway Lightning 2/20 – Construction, Federal Project No. B-26-0011-3418 and Contract No. 2017-0738, with the County's share of the project to be \$6,050.00 with a total project cost of \$121,000.00, to be paid from #581-295-954.295 Grant Match – Airport. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Ricksgers, LaVanway, Marcus; No – None; Absent – Smith, Kruger.

It was moved by Ricksgers, seconded by Zelenak that the letter drafted by the County Administration Office in support of County Resolution #21-2018 adopted by the Board of Commissioners at the meeting of August 9, 2018 be revised as recommended to address additional concerns of legalization of marijuana for general use. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Ricksgers, LaVanway, Marcus; No – None; Absent – Smith, Kruger.

It was moved by Ricksgers, seconded by Zelenak that the Board approve three (3) recommendations as proposed by the Health & Public Safety Committee/Communications:

- That the Administration Office begin a monthly written status report on Board of Commissioner approved items (motions), information items, upcoming issues, legal issues, human resources activities and Board of Commissioners , Chairman directed task progress.
- That Corrections and or changes to committee minutes by the Board or department heads be submitted via email to County Administrator and Administrative Assistant. If changes are made involving finances that the Finance Director/Chief Administrative Officer be notified.
- The Board of Commissioners Agenda includes a time slot for "Outside Agency Liaison Reports."

Discussion followed.

Commissioner Marcus requested that the Three (3) recommendations proposed by the Health & Public Safety Committee/Communications be **TABLED**.

It was moved by LaVanway, seconded by Marcus that the Board authorizes the Chairman and the County Clerk to execute the Agreement to Add Antrim County Central Dispatch to an Interlocal Agreement for NG-911 Call Handling System Project as a Remote site. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Ricksgers, LaVanway, Marcus; No – None; Absent – Smith, Kruger.

It was moved by Marcus, seconded by LaVanway that the Board approve the salary of the new hire of the full-time Assistant Prosecuting Attorney, Daniel Rose at \$56,383.00 as budgeted in 2018. Motion carried as follows: Yes – Zelenak, Bargy, Boettcher, Ricksgers, LaVanway, Marcus; No – Heeres; Absent – Smith, Kruger.

It was moved by Marcus, seconded by Heeres that the Board approve the request from the Grand Traverse Regional Land Conservancy to enter into a data sharing agreement for the GIS parcel layer at no cost as long as the data transmission agreement is signed. Motion carried as follows: Yes- Heeres, Zelenak, Bargy, Boettcher, Ricksgers, LaVanway, Marcus; No – None; Absent – Smith, Kruger.



It was moved by Marcus, seconded by Boettcher that the Board approve salary and wage parity increases originally scheduled for 2019 to be pro-rated basis, starting October 1, 2018 for the following department head positions: Parks Manager 3%, Maintenance Director 3%, Commission on Aging Director 3%, Veterans Affairs Director 4%, Emergency Services Coordinator 6.5%, and IT Director 6.5%, and that the Finance Committee identify the funding source. Motion as follows: Yes – Heeres, Boettcher, Marcus; No – Zelenak, Bargo, Ricksgers, LaVanway; Absent – Smith, Kruger. **MOTION FAILED**

The Chairman directed the County Administrator, Peter Garwood to contact Matt McCauley of Networks Northwest to address interest in a multi-county study of position duties and wages.

Discussion followed: Board salary/per diem and mileage.

It was moved by Marcus, seconded by Heeres that the Board adopt the Family Medical Leave Act Policy as drafted to replace the current Antrim County Family Medical Leave Act Policy dated June 12, 1997. Motion carried as follows: Yes – Heeres, Zelenak, Bargo, Boettcher, Ricksgers, LaVanway, Marcus; No – None; Absent – Smith, Kruger.

It was moved by Marcus, seconded by Heeres that the Board approve the Antrim County sponsorship of a grant application to the Grand Traverse Tribe of Ottawa Chippewa Indians for a 2% Tribal Grant on behalf of the Special Olympics of Michigan Area 2. Motion carried as follows: Yes – Heeres, Zelenak, Bargo, Boettcher, Ricksgers, LaVanway, Marcus; No – None; Absent – Smith, Kruger.

It was moved by Marcus, seconded by Bargo that the Board extend the contract for services at the Airport with Gaylord ARFF, Inc. for period of 45 calendar days. Motion carried as follows: Yes – Heeres, Zelenak, Bargo, Boettcher, Ricksgers, Marcus; No – LaVanway; Absent – Smith, Kruger.

**RESOLUTION #23-2018** By Christian Marcus, seconded by David Heeres

#### **THE DEVELOPMENT OF AN ADDITIONAL LOCK**

**WHEREAS**, the Soo Locks are a vital economic contributor, not just for Michigan, but for the entire U.S. Economy as well. There are only two locks that are currently being utilized for shipping which are the Poe and MacArthur. The 49-year-old Poe Lock is in need of repair and the MacArthur Lock's size is not suitable for modern freighters to pass through, and;

**WHEREAS**, closing the Poe Lock would cause a negative economic impact of \$160 million within a 30-day span, and;

**WHEREAS**, a shutdown of the Locks would result in the halt of the North American automotive production within a matter of weeks, and;

**WHEREAS**, the Soo Locks (out of 196 locks) is ranked number one in its significance to the economy and saves approximately \$3.5 billion in costs for transportation each year, and;

**WHEREAS**, having the Locks closed for even six months would result in 11 million jobs being lost, and;



**Resolution #23-2018 continued.**

**WHEREAS**, the locks are a critical pathway to ship national resources such as iron ore and agricultural products critical to the economic vitality of the Upper Peninsula of Michigan that are exported nationally and internationally, so;

**THEREFORE**, building a new lock, in addition to the Poe Lock, would allow for more efficient and an increase in transportation opportunities;

**BE IT RESOLVED**, that the Board of Commissioners of Antrim County supports the development and the funding of an additional lock.

Yes – David Heeres, Ed Boettcher, Brenda Ricksgers, Dawn LaVanway, Christian Marcus;

No – Melissa Zelenak, Karen Bargy;

Absent – Bryan Smith, Scott Kruger.

**RESOLUTION #23-2018 DECLARED ADOPTED**

It was moved by Bargy, seconded by Zelenak to **TABLE** Resolution #23-2018 The Development of an Additional Lock. Motion as follows: Yes – Bargy, Zelenak; No – Heeres, Boettcher, Ricksgers, LaVanway, Marcus; Absent – Smith, Kruger. **MOTION TO TABLE FAILED.**

**Consent Agenda:**

Commissioner Bargy requested that the action be pulled as follows: Purchase of flowers from Commissioner, supply budget not to exceed \$100.00 be pulled.

It was moved by Bargy, seconded by Zelenak that the Claims and Accounts in the amount of \$170,472.44 be approved and paid. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Ricksgers, LaVanway, Marcus; No – None; Absent – Smith, Kruger.

It was moved by Bargy, seconded by Zelenak that the low bid of \$28,000.00 be accepted for the replacement of a boiler in the 1905 Courthouse and to authorize the Finance Director to make the corresponding 2018 budget amendments in the amount of \$7,000.00 and transfers from Fund #470-967-999.101 to General Fund 101-000-699.470, with the funding to be disbursed from Capital Outlay, line item 101-901-980.264. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Ricksgers, LaVanway, Marcus; No – None; Absent – Smith, Kruger.

It was moved by Bargy, seconded by Zelenak that the sealed bid process be waived and to approve the quote from Northern Pump Services in the amount of \$15,617.00 for the replacement of fuel tanks at the Antrim County Airport. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Ricksgers, LaVanway, Marcus; No – None; Absent – Smith, Kruger.



It was moved by Bargy, seconded by Zelenak that the Board approve a transfer of funds in the Airport Fund Budget from wages and benefits to contractual services, line item 581-295-802 for the cost of the 45-day extension agreement with Gaylord ARFF, Inc. for field operation services and authorize the Finance Director to make the corresponding 2018 budget amendments. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Ricksgers, LaVanway, Marcus; No – None; Absent – Smith, Kruger.

It was moved by Bargy, seconded by Zelenak that the Finance Director be authorized to make a 2018 budget amendment transfer in the amount of \$227.72 from the General Fund 101, Department 261 MSU Extension, line items to be decreased as follows: Operating supplies (741) by \$127.72, Printing & Publishing (901) by \$50.00 and Travel (861) by \$50.00 to increase the General Fund 101, Department 261, line item 709 Overtime. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Ricksgers, LaVanway, Marcus; No – None; Absent – Smith, Kruger.

It was moved by Zelenak, seconded by Ricksgers to approve the minutes of August 9, 2018 as corrected. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Ricksgers, LaVanway, Marcus; No – None; Absent – Smith, Kruger.

It was moved by Heeres, second by \_\_\_\_\_ that the Board of Commissioners be paid mileage reimbursement for all meetings attended. **NO SECOND MOTION DIED.**

Liaison Committee Reports: Various Board members provided updates.

It was moved by Marcus, seconded by LaVanway that the Antrim County Board Rules and Procedures: 5. Conduct of Meetings Section 5.1 Order of Business be amended to add Commissioner Liaison reports to agenda. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Ricksgers, LaVanway, Marcus; No – None; Absent – Smith, Kruger.

It was moved by Zelenak, seconded by Bargy that the Antrim County Board Rules and Procedures: 5. Conduct of Meetings Section 5.1 Order of Business be amended to address all committee business in the a.m. and move all appointments to 12:30 p.m. on the agenda. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Ricksgers; No - LaVanway, Marcus; Absent – Smith, Kruger.

The Chairman request Public Comment: Patty Niepoth requested clarification of the Assistant Prosecutor's salary. Matthew Cooke spoke on the Walk to Fight Suicide and David Lein spoke of future meetings for the Antrim County Facilities Master Planning.

The meeting adjourned at 3:14 p.m.

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Chairman, Edgar Boettcher, III

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County Clerk, Sheryl Guy



The meeting was called to order by the Chairman at 9:00 a.m.

Members present: David Heeres, Melissa Zelenak, Karen Bargy, Ed Boettcher, Bryan Smith, Brenda Ricksgers, Dawn LaVanway, Christian Marcus.

Absent: Scott Kruger.

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

Invocation offered by Commissioner Zelenak.

The Chairman requested Public Comment. Deb Peters, Veterans Affairs Director spoke to the Board on salaries and parity increase concerns (see page 21). Dave Christian spoke on a committee formed to investigate an Intermediate Lake Hydrology study and Dave Turner spoke on signage needs in the Jordan River Valley on Turner Road. Public Comment closed at 9:05 a.m.

It was moved by Heeres, seconded by Zelenak to approve the agenda with the addition of unfinished business to add setting date and time for a special meeting for the Antrim County Facilities Master Plan. Motion carried all present voting yes.

It was moved by Marcus, seconded by Ricksgers to approve the minutes of September 13, 2018 as written. Motion carried – all present voting yes.

It was moved by Smith, seconded by Marcus that the Board approve a “Sell by Scale” harvest of forest products from the County owned property in Star Township the SE ¼ of the SW ¼ of Section 26, Simpson Road, Leonard Road and Cedar River properties in Kearney and Custer Townships to be negotiated by the County Forester. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, Ricksgers, LaVanway, Marcus; No – None; Absent – Kruger.

It was moved by Smith, seconded by Zelenak that the Board approve the release of a “lump sum” bid request for the trees selected for harvest on the County owned 40 acres west of M66 located with the NW ¼, NE ¼ of section 29 in Chestonia Township. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, Ricksgers, LaVanway, Marcus; No – None; Absent – Kruger.

It was moved by Smith, seconded by Ricksgers that the Board approve the display of the statewide traveling art show, Creative Minds Changing Minds, sponsored by the Michigan Association of Community Mental Health Boards in the County Building hallways from November 1-8, 2018, as long as the County is not responsible for any damage to exhibits. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, Ricksgers, LaVanway, Marcus; No – None; Absent – Kruger.

It was moved by Smith, seconded by Boettcher that the Board approve the bid from Bert’s Excavating for a period of two-years (2) at the cost of \$57,000.00 (\$28,500.00 per year) for snow plowing and snow removal at County facilities for the seasonal years beginning November 1, 2018 and ending October 31, 2019 and November 1, 2019 and ending October 31, 2020. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, Ricksgers, Marcus; No – LaVanway; Absent – Kruger.



It was moved by Ricksgers, seconded by Zelenak that the Board approve the Emergency Services Coordinator to apply to the Grand Traverse Tribe of Ottawa & Chippewa Indians for a 2% Tribal Grant for the purchase of six (6) 800 MHz radios. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, Ricksgers, LaVanway, Marcus; No – None; Absent – Kruger.

It was moved by Ricksgers, seconded by Zelenak that the Board approve the Emergency Services Coordinator to submit a request to the Friends of Glacial Hills Natural Area for the sponsorship and purchase of one (1) 800 MHz radio. Motion carried as follows: Yes – Zelenak, Bargy, Boettcher, Smith, Ricksgers, LaVanway; No – Heeres, Marcus; Absent – Kruger.

It was moved by Ricksgers, seconded by Zelenak that the Board approve the Emergency Services Coordinator to apply for a grant from the Great Lakes Energy People's Fund for the purchase of 800 MHz radios. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, Ricksgers, LaVanway, Marcus; No – None; Absent – Kruger.

It was moved by Ricksgers, seconded by Bargy that the Board authorize the Board Chairman on behalf of the Commission on Aging to execute nutrition purchase of service agreements for the dining-out meal program with SST Enterprises, Inc. (Shirley's Café) and Hammy LLC dba B.C. Pizza for a term of one (1) year from 10/01/2018 – 9/30/2019. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, Ricksgers, LaVanway, Marcus; No – None; Absent – Kruger.

It was moved by Ricksgers, seconded by Bargy that the Board authorize the Board Chairman and the Director of Commission on Aging to execute the two (2) year contract for Non-Skilled Community Health Nursing Services between Antrim County on behalf of the Commission on Aging and the Northwest Michigan Community Health Agency. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, Ricksgers, LaVanway, Marcus; No – None; Absent – Kruger.

It was moved by Ricksgers, seconded by Bargy that the Board authorize the Board Chairman to execute on behalf of the Commission on Aging a purchase of service agreement with the Area on Aging of Northwest Michigan for Fiscal Year 2019 and Fiscal Year 2020. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, Ricksgers, LaVanway, Marcus; No – None; Absent – Kruger.

It was moved by Ricksgers, seconded by Bargy that the Board authorize the Commission on Aging Director to execute the Notice of Contract Award #2019-1 for Fiscal Year 2019 (10/1/2018-9/30/2019) in the amount of \$96,683.00 for Congregate Meals and Home Delivered Meals which is an amendment to the 2017-2019 Multi-Year Aging Service Contract. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, Ricksgers, LaVanway, Marcus; No – None; Absent – Kruger.

It was moved by Ricksgers, seconded by Bargy that the Board authorize the Commission on Aging Director to execute the Notice of Contract for additional funds for Congregate Meals in the amount of \$3,234.00 which will be Amendment 2 to the 2017-2019 Multi-Year Aging Services Contract. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, Ricksgers, LaVanway, Marcus; No – None; Absent – Kruger.



It was moved by Ricksgers, seconded by Bargy that the Board authorize the Board Chairman to execute on behalf of the Commission on Aging an Evidence-Based Program Volunteer Personal Services Contract with the Area Agency on Aging of Northwest Michigan for services completed between October 1, 2018 and September 30, 2019. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, Ricksgers, LaVanway, Marcus; No – None; Absent – Kruger.

It was moved by Ricksgers, seconded by Bargy that the Board approve the Antrim County Airport - Michigan State Block Grant Program a Five-Year Airport Capital Improvement Plan Program (CIP) Fiscal Year 2019 to Fiscal Year 2024. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, Ricksgers, LaVanway, Marcus; No – None; Absent – Kruger.

It was moved by Marcus, seconded by Smith that the Board approve the Governing Body Resolution provided by the Michigan Municipal Employees' Retirement System to allow Sergeant Jonathan Wheatley to purchase five (5) years of service credit under the Antrim County pension program with all initial costs to be borne by Sergeant Jonathan Wheatley and funded at 6.75%. Motion as follows: Yes- Smith, Ricksgers, Marcus; No – Heeres, Zelenak, Bargy, Boettcher, LaVanway; Absent – Kruger. **MOTION FAILED.**

It was moved by Heeres, seconded by Marcus that the Board approve the Governing Body Resolution provided by the Michigan Municipal Employees' Retirement System to allow Sergeant Jonathan Wheatley to purchase four (4) years of service credit under the Antrim County pension program with all initial costs to be borne by Sergeant Jonathan Wheatley and funded at 6.75%. Motion as follows: Yes- Heeres, Smith, Ricksgers, Marcus; No – Zelenak, Bargy, Boettcher, LaVanway; Absent – Kruger. **MOTION FAILED.**

It was moved by Marcus, seconded by Heeres that the Board approve deleting all mention of the Drain Commissioner on the Operator of Dams position description. Motion carried as follows: Yes- Heeres, Zelenak, Bargy, Boettcher, Smith, Ricksgers, Marcus; No – LaVanway; Absent – Kruger.

It was moved by Marcus, seconded by Boettcher that the Board direct the County Administrator to prepare a Municipal Employees' Retirement System (MERS) Service Credit Purchase Opt-Out form to eliminate the option for participating employees to purchase additional service credit beginning January 1, 2019.

Commissioner Zelenak - **TABLED** the directive to have the County Administrator prepare the Municipal Employees' Retirement System (MERS) Service Credit Purchase Opt-Out form to eliminate the option for participating employees to purchase additional service credit beginning January 1, 2019.

It was moved by Marcus, seconded by Smith that the Board approve decreasing the hourly wage for the Commission on Aging Elk Rapids Meal Site Coordinator from \$12.70 per hour to \$10.33 per hour effective October 15, 2018. Motion carried as follows: Yes- Heeres, Zelenak, Boettcher, Smith, Ricksgers, LaVanway, Marcus; No – Bargy; Absent – Kruger.



It was moved by Heeres, seconded by Smith that the Board approve a reclassification for the Juvenile Register position in the Family/Probate Court to Juvenile Register/Finance Officer and increase the annual line items for wages and benefits by \$330.00 for 2018 and \$1,560.00 for 2019. This would increase the wage per hour to the same pay scale as the Probate Register. Motion carried as follows: Yes – Heeres, Zelenak, Bargo, Boettcher, Smith, Ricksgers, LaVanway, Marcus; No – None; Absent – Kruger.

It was moved by Marcus, seconded by Ricksgers that the Board refer the proposed Antrim County Travel Policy – Draft two to replace #1992-9 to the Administration and County Services Committee and take action at the November 2018 Board meeting. Motion carried as follows: Yes – Heeres, Zelenak, Bargo, Boettcher, Smith, Ricksgers, LaVanway, Marcus; No – None; Absent – Kruger.

It was moved by Marcus, seconded by Heeres that the Board adopt the draft Antrim County Privacy Notice Policy which will replace the current Health Insurance Portability & Accountability Act (HIPAA) Policy approved by the Board of Commissioners on April 8, 2004. Motion carries as follows: Yes – Heeres, Zelenak, Bargo, Boettcher, Smith, Ricksgers, LaVanway, Marcus; No – None; Absent – Kruger.

It was moved by Marcus, seconded by Heeres that the Board authorize the Board Chairman to execute the Business Associate Agreement with Dewey Insurance Agency regarding the protected health information of Antrim County employees. Motion carries as follows: Yes – Heeres, Zelenak, Bargo, Boettcher, Smith, Ricksgers, LaVanway, Marcus; No – None; Absent – Kruger.

It was moved by Marcus, seconded by Smith that the Board authorize the Board Chairman to execute the Sublicense and Support Agreement with Blue Care Network of Michigan conditioned on the agreement of terms consistent with civil counsel's review. Motion carried as follows: Yes- Heeres, Boettcher, Smith, Ricksgers, Marcus; No – Zelenak, Bargo, LaVanway; Absent – Kruger.

It was moved by Marcus, seconded by Heeres to adjust the Board of Commissioner per diems to reflect: \$55.00 for meeting up to two (2) hours, \$75.00 for meetings up to four (4) hours, and \$100.00 for meetings exceeding four (4) hours to be implemented January 1, 2019, and to amend the County Per Diem Policy accordingly. Motion carried as follows: Yes – Heeres, Bargo, Smith, Ricksgers, Marcus; No – Zelenak, Boettcher, LaVanway; Absent – Kruger.

**Resolution #24-2018 By Christian Marcus, seconded by David Heeres**

**OPPOSING HOUSE BILL 5752 & 5753**

**WHEREAS**, House Bills 5752 and 5753 would add Part 128 to the Public Health code and establish state and local standards for onsite wastewater treatment systems which would require the Michigan Department of Environmental Quality to develop a statewide code to govern the installation, operation, maintenance, and inspection of septic systems;

**WHEREAS**, the Amendatory Act restricts and removes local controls and changes existing regulations and guidelines that have been effectively enforced by counties and health departments across the State of Michigan; and

**WHEREAS**, the Amendatory Act would add additional mandates that would increase the amount of personnel time and expenses that health departments across the State would incur under the new Act without adequate funding from the state; and



**Resolution 24-2018 continued.**

**WHEREAS**, the Amendatory Act would gut existing regulations and grant the Michigan Department of Environmental Quality authority to approve local sanitary codes which, in effect, eliminates local control and undermines the duties of local health departments to implement and enforce laws; and

**WHEREAS**, the Michigan Department of Environmental Quality lacks the necessary budget and staffing levels to meet the mandates of this Amendatory Act which will place additional financial burden on local authorities; and

**WHEREAS**, the creation of the State Technical Advisory Committee under the Act would take away and replace local control of the design, permitting, inspection and management of onsite wastewater treatment facilities, and limit input into the rulemaking process to four local health department representatives; and

**WHEREAS**, the Amendatory Act fails to address funding for distressed homeowners and vacated properties with onsite wastewater treatment systems; and

**WHEREAS**, the Amendatory Act eliminates the rights of local jurisdictions to have a real estate transfer evaluation program. This eliminates the ability to inspect systems for proper functioning at a time when buyers/sellers are receptive to inspections of their property and better able to negotiate the cost of repair. The Act would rip away the authority from local units of government in Antrim County that currently have such an ordinance; and

**WHEREAS**, the Board of Commissioners supports the Health Department of Northwest Michigan and their developed local codes to address the unique geological conditions of the area and community needs.

**THEREFORE BE IT RESOLVED**, that the Antrim County Board of Commissioners opposes HB 5752 and HB 5753 and requests State Legislators to oppose the legislation.

Yes – David Heeres, Melissa Zelenak, Karen Bargo, Ed Boettcher, Bryan Smith, Brenda Ricksgers,  
Dawn LaVanway, Christian Marcus;

No – None

Absent – Scott Kruger.

**RESOLUTION #24-2018 DECLARED ADOPTED.**

Liaison Reports – Commissioner Ricksgers – Antrim Fair Board

Commissioner Bargo – Joint District Judicial Commission and Northwest Michigan  
Community Health Department

Commissioner LaVanway – NLEA: Antrim Pitch Night

Commissioner Zelenak – Emergency Protocol

Commissioner Boettcher – Networks Northwest



Peter Garwood, County Administrator – Provided a verbal report on informational items, upcoming issues, legal issues and tasks assigned to his department by the Board of Commissioners and the Chairman. He also reported on the activities and projects that the Human Resource Director is currently working on.

### **Consent Agenda**

Commissioner Bargy pulled two (2) action items: Approve the 2019 Antrim County General Fund and other funds Budgets and Millages through the General Appropriations Act Resolution, as amended and the item to approve the 2019 Antrim County Expenditure Resolution.

It was moved by Zelenak, seconded by Ricksgers that the Claims and Accounts in the amount of \$333,748.97 be approved and paid. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, Ricksgers, LaVanway, Marcus; No – None; Absent – Kruger.

It was moved by Zelenak, seconded by Ricksgers that the Board Chairman and Commission on Aging Director be authorized to execute agreements for services of snow removal at private senior residences in various locations throughout Antrim County for the seasonal years 11/01/2018 – 4/20/2019 and 11/01/2019 – 4/30/2020 with an option to extend for an additional two (2) years with the following contractors:

- John Bacca
- Blackmore Property Maintenance
- C & K, Inc.
- Gaye O’Neal/dba/Garrett Landscaping
- Frank Marshall & Sons Construction
- Union Designs

Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, Ricksgers, LaVanway, Marcus; No – None; Absent – Kruger.

It was moved by Zelenak, seconded by Ricksgers that the Board approve a trip by Leslie Meyers, Emergency Services Coordinator to Emmetsburg, MD to attend a nine (9) day training course. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, Ricksgers, LaVanway, Marcus; No – None; Absent – Kruger.

It was moved by Bargy, seconded by Zelenak that the Board approve a parity adjustment for Fiscal Year 2019 for the Finance Director/Chief Administrative Officer of the budget be a 6.5% parity increase. To bring the Finance Director/Chief Administrative Officer of the budget total annual salary to \$65,630.63. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Smith, Ricksgers, Marcus; No – Boettcher, LaVanway; Absent – Kruger.

It was moved by Bargy, seconded by Zelenak that the Board approve the Finance Director/Chief Administrative Officer of the Budget as a standalone position and not as a subset of the County Administrator. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Smith, Ricksgers, LaVanway, Marcus; No – Boettcher; Absent – Kruger.



It was moved by Bargy, seconded by Zelenak that the Board authorize the Board Chairman to execute an agreement with Union Designs for services for snow plowing the parking lots, shoveling the walkways, and removal of snow piles as necessary at the Bellaire Senior Center for the seasonal years 11/01/2018 – 04/30/2019 and 11/01/2019 – 04/30/2020 with an option to extend for an additional two (2) years. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, Ricksgers, Marcus; No – Lavanway; Absent – Kruger.

The Chairman called for a Special Meeting for Antrim County Facilities Master Planning for October 29, 2018 at 6:00 p.m. in the Board of Commissioners Room.

It was moved by Bargy, seconded by Zelenak that the Board approve that the Administration Office begin a monthly written status report on Board of Commissioners approved items (motions), information items, upcoming issues, legal issues human resources activities and Board of Commissioners/Chairman directed task progress. Motion carried as follows: Yes – Zelenak, Bargy, Boettcher, Smith, Ricksgers, LaVanway, Marcus; No – Heeres; Absent – Kruger.

It was moved by Bargy, seconded by Zelenak that the Board approve a process in which changes to committee/standing committee minutes by the Board of Commissioners or department heads be submitted via email to the County Administrator, Administrative Assistant, Administrative Secretary and that the Finance Director/Chief Administrative Officer of the budget should be copied if the changes involve finances. Motion carried as follows: Yes – Zelenak, Bargy, Boettcher, Smith, Ricksgers, LaVanway, Marcus; No – Heeres; Absent – Kruger.

James Rossiter, Antrim County Prosecutor presented the Antrim County 2017 Prosecuting Attorney Annual Report.

It was moved by Zelenak, seconded by Ricksgers that the 2017 Antrim County Prosecuting Attorney Annual Report be accepted. Motion carried – all present voting yes.

The Equalization Director, Lynette Girard and Assistant Director, Jamie Houserman presented the 2018 Apportionment Report.

It was moved by Marcus, seconded by Smith to adopt the L-4402 Statement Showing Taxable Valuations and Mills Apportioned by the Board of Commissioners for the year 2018 and authorize Lynette Girard, Antrim County Equalization Director to sign the L-4402, thereby authorizing and directing the various assessing officers to spread the rates against the taxable valuation for 2018. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, Ricksgers, LaVanway, Marcus; No – None; Absent – Kruger.

The **Public Hearing** on the approved millage for 2019 County Operations and the 2019 General Fund and other budgets opened at 1:00 p.m.

Karen Bargy, Chairman of Finance, Ways and Means Committee of the Whole explained the various elements of the proposed 2019 General Fund and Other Fund budgets. The Finance Director/Chief Administrative Officer of the budget also was available for input. There was no public input. Public Hearing closed at 1:10 p.m.



**Resolution #25-2018 By Karen Bargy, seconded by Melissa Zelenak****Resolution to Adopt the 2019 Antrim County Budget,  
General Appropriations Act and Millages**

**WHEREAS**, the Antrim County Board of Commissioners has set the millage rate of 5.3816 for General Operating, 0.3986 for Commission on Aging, 0.4983 for 911 Central Dispatch and 0.9966 for Meadowbrook Medical Care Facility Operating and Renovations, 0.0996 Conservation District, 0.1998 for Recycling, and

**THEREFORE BE IT HEREBY RESOLVED** that the Antrim County Board of Commissioners reaffirms the following millage rates are 5.3816 for General Operating, 0.3986 for Commission on Aging, 0.4983 for 911 Central Dispatch and 0.9966 for Meadowbrook Medical Care Facility Operating and Renovations, 0.0996 Conservation District, 0.1998 for Recycling, and

**BE IT FURTHER RESOLVED** that the Antrim County Board of Commissioners adopts the following General Fund and Other Funds budgets for 2019:

Beginning Fund Balance	January 1, 2019	\$9,393,191
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**Revenue**

From Taxes	\$9,942,116	
From Licenses & Permits	250,025	
From Other Agencies	711,164	
From Current Services	918,977	
From Other Sources	<u>1,176,663</u>	
		<u>12,998,945</u>
<b>TOTAL REVENUE</b>		<b>\$22,392,136</b>

**Expenditures**

County Commissioners	\$	312,830
Circuit Court		369,622
Family Division-Circuit Court		539,141
Circuit Court Probation		3,000
Family Crt – Detention Support		18,000
District Court		575,229
Friend of the Court		47,198
Probate Court		335,618
Jury Commission		3,064
County Administration		354,881
Accounting		96,252
Budget/Accounting Services		100,554
County Clerk		404,953
Communications		75,062
Computer		245,175
Purchasing		22,230
Tax Allocation Board		370



**Resolution #25-2018 continued.**

County Treasurer	277,349	
Equalization	294,503	
MSU Extension	176,548	
Elections	18,363	
Grove St. Annex	13,400	
'05 Courthouse	122,187	
County Building & Grounds	497,844	
New Building	15,140	
Prosecuting Attorney	528,292	
Register of Deeds	245,226	
Microfilm	11,250	
Human Resources	93,826	
Plat Board	250	
Pros. Atty. – Victims' Rights	29,402	
P.A. Child Support/IVD	24,825	
Drain Commissioner	607	
Abstract Department	114,113	
Survey & Remonumentation	46,055	
Sheriff	3,574,488	
Marine	136,273	
Secondary Roads	58,544	
Jail	397,632	
Zero Tolerance	113,582	
Emergency Services	78,144	
Animal Control	191,295	
Dams & Dams Operator	64,312	
Health	504,260	
Medical Examiner	23,850	
Welfare	67,853	
Aging – not reimbursed	3,161	
Veterans Affairs	141,867	
Housing Administration	2,692	
Resource Recovery	39,044	
Planning Commission	5,800	
Economic Development Commission	6,265	
Parks-Cedar River, Mohrmann, Murphy	1,400	
Parks-Noteware's, Wetzel, Willow Day	7,575	
Parks – Barnes, etc.	277,350	
Parks – Elk Rapids	17,654	
Insurance & Bonds	412,000	
Special Projects – Other	354,550	
Capital Outlay	233,920	
Appropriations	802,576	
Transfer Out	79,967	<u>\$13,608,413</u>



**Resolution #25-2018 continued.**

Ending Fund Balance	December 31, 2018	8,783,723
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TOTAL EXPENDITURES		\$22,392,136
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## Fund #105 – Self Insured Reserve Fund

Beginning Fund Balance	\$	283,277
Revenue		1,500
Expenditures		-0-
Ending Fund Balance		284,277

## Fund #129 – Victims' Rights Reserve

Beginning Fund Balance	\$	8,521
Revenue		-0-
Expenditures		-0-
Ending Fund Balance		8,521

## Fund #137 – Capital Outlay Reserve

Beginning Fund Balance	\$	108,723
Revenue		575
Expenditures		-0-
Ending Fund Balance		109,298

## Fund #142 – Dams Reserve

Beginning Fund Balance	\$	571,916
Revenue		3,105
Expenditures		-0-
Ending Fund Balance		575,021

## Fund #144 – Gas &amp; Oil Royalties Reserve

Beginning Fund Balance	\$	585,495
Revenue		18,000
Expenditures		-0-
Ending Fund Balance		603,495

## Fund #161 – Grant Match Revenue

Beginning Fund Balance	\$	88,873
Revenue		500
Expenditures		-0-
Ending Fund Balance		89,373

## Fund #165 – Antrim Conservation District Reserve

Beginning Fund Balance	\$	17,030
Revenue		100
Expenditures		17,030
Ending Fund Balance		100



**Resolution #25-2018 continued.**

## Fund #182 – Special Projects Reserve

Beginning Fund Balance	\$	265,296
Revenue		1,400
Expenditures		-0-
Ending Fund Balance		266,696

## Fund #215 – Friend of the Court

Beginning Fund Balance	\$	365
Revenue		5,000
Expenditures		5,000
Ending Fund Balance		365

## Fund #223 – Grass River

Beginning Fund Balance	\$	152,535
Revenue		106,817
Expenditures		106,817
Ending Fund Balance		152,535

## Fund #225 – Animal Control Donations

Beginning Fund Balance	\$	129,915
Revenue		4,000
Expenditures		50,000
Ending Fund Balance		83,915

## Fund #226 – County-Wide Recycling

Beginning Fund Balance	\$	7,785
Revenue		372,635
Expenditures		355,200
Ending Fund Balance		25,220

## Fund #230 – Forestry

Beginning Fund Balance	\$	377,063
Revenue		51,900
Expenditures		10,150
Ending Fund Balance		418,813

## Fund #232 – Conservation District

Beginning Fund Balance	\$	104
Revenue		185,758
Expenditures		185,758
Ending Fund Balance		-0-



**Resolution #25-2018 continued.**

## Fund #234 – Antrim Creek

Beginning Fund Balance	\$	66,017
Revenue		7,100
Expenditures		6,347
Ending Fund Balance		66,770

## Fund #235 – Petoskey Stone Festival

Beginning Fund Balance	\$	6,889
Revenue		7,085
Expenditures		7,035
Ending Fund Balance		6,939

## Fund #236 – Park Fundraiser

Beginning Fund Balance	\$	7,037
Revenue		2,300
Expenditures		2,300
Ending Fund Balance		7,037

## Fund #237 – Transfer Station Land Lease

Beginning Fund Balance	\$	7,132
Revenue		6,000
Expenditures		-0-
Ending Fund Balance		13,132

## Fund #238 – Glacial Hill Grant

Beginning Fund Balance	\$	3,097
Revenue		-0-
Expenditures		3,097
Ending Fund Balance		-0-

## Fund #240 – GIS Operating

Beginning Fund Balance	\$	17,620
Revenue		755
Expenditures		3,400
Ending Fund Balance		14,975

## Fund #242 – Energy Savings

Beginning Fund Balance	\$	26,329
Revenue		7,500
Expenditure		-0-
Ending Fund Balance		33,829

## Fund #249 – Construction Code Enforcement

Beginning Fund Balance	\$	725,581
Revenue		481,900
Expenditures		481,704
Ending Fund Balance		725,777



**Resolution #25-2018 continued.**

## Fund #255 – Homestead Property Tax Exemption Audit

Beginning Fund Balance	\$	3,203
Revenue		2,100
Expenditures		3,000
Ending Fund Balance		2,303

## Fund #256 – Register of Deeds Automation

Beginning Fund Balance	\$	71,992
Revenue		65,403
Expenditures		51,500
Ending Fund Balance		85,895

## Fund #257 – Budget Stabilization

Beginning Fund Balance	\$	618,580
Revenue		-0-
Expenditures		-0-
Ending Fund Balance		618,580

## Fund #259 – 911 Training

Beginning Fund Balance	\$	18,083
Revenue		9,900
Expenditures		9,900
Ending Fund Balance		18,083

## Fund #261 – E-911 Operating

Beginning Fund Balance	\$	671,190
Revenue		937,031
Expenditures		912,156
Ending Fund Balance		696,065

## Fund #262 – E-911 Wireless

Beginning Fund Balance	\$	625,864
Revenue		151,000
Expenditures		-0-
Ending Fund Balance		776,864

## Fund #263 – Concealed Pistol Licensing

Beginning Fund Balance	\$	37,722
Revenue		12,650
Expenditures		3,100
Ending Fund Balance		47,272

## Fund #264 – Local Corrections Officers Training

Beginning Fund Balance	\$	33,162
Revenue		5,593
Expenditures		10,000
Ending Fund Balance		28,755



**Resolution #25-2018 continued.**

## Fund #266 – O.R.V. Ordinance Training

Beginning Fund Balance	\$	255
Revenue		-50-
Expenditures		-0-
Ending Fund Balance		305

## Fund #267 – Jail Inmate Proceeds

Beginning Fund Balance	\$	39,274
Revenue		23,277
Expenditures		19,653
Ending Fund Balance		42,898

## Fund #268 – Michigan Justice Training

Beginning Fund Balance	\$	22,157
Revenue		-0-
Expenditures		4,700
Ending Fund Balance		17,457

## Fund #269 – Law Library

Beginning Fund Balance	\$	33,922
Revenue		10,000
Expenditures		6,500
Ending Fund Balance		37,422

## Fund #272 – Canine (K-9) Program

Beginning Fund Balance	\$	1,825
Revenue		7,200
Expenditures		7,200
Ending Fund Balance		1,825

## Fund #275 - Housing Project Income

Beginning Fund Balance	\$	48,853
Revenue		31,600
Expenditures		50,000
Ending Fund Balance		30,453

## Fund #278 – Antrim County Housing CDBG Grant

Beginning Fund Balance	\$	7,542
Revenue		50,000
Expenditures		40,800
Ending Fund Balance		16,742

## Fund #279 – Snowmobile Grant

Beginning Fund Balance	\$	32,331
Revenue		61,141
Expenditures		73,083
Ending Fund Balance		20,389



**Resolution #25-2018 continued.**

## Fund #280– AC Breast Cancer/GT Band Grant

Beginning Fund Balance	\$	10,534
Revenue		-0-
Expenditures		-0-
Ending Fund Balance		10,534

## Fund #282 – Clean Lakes

Beginning Fund Balance	\$	7,841
Revenue		-0-
Expenditures		7,841
Ending Fund Balance		-0-

## Fund #285 – Revenue Sharing Reserve

Beginning Fund Balance	\$	443,792
Revenue		-0-
Expenditures		443,792
Ending Fund Balance		-0-

## Fund #287 – Emergency Services LEPC Grant

Beginning Fund Balance	\$	3,321
Revenue		1,000
Expenditures		2,500
Ending Fund Balance		1,821

## Fund #292 – Child Care

Beginning Fund Balance	\$	302,127
Revenue		233,372
Expenditures		372,000
Ending Fund Balance		163,499

## Fund #293 – Veterans Relief

Beginning Fund Balance	\$	30,380
Revenue		10,000
Expenditures		25,000
Ending Fund Balance		15,380

## Fund #297 – Commission On Aging

Beginning Fund Balance	\$	813,829
Revenue		1,185,403
Expenditures		1,185,403
Ending Fund Balance		813,829



**Resolution #25-2018 continued.**

## Fund #298 – Meadowview Senior Housing

Beginning Fund Balance	\$	127,536
Revenue		114,120
Expenditures		101,570
Ending Fund Balance		140,086

## Fund #351 – Meadow brook Project Debt Retirement

Beginning Fund Balance	\$	100,151
Revenue		886,875
Expenditures		887,125
Ending Fund Balance		99,901

## Fund #468 – Capital Projects – Grass River Center Construction

Beginning Fund Balance	\$	213,664
Revenue		-0-
Expenditures		-0-
Ending Fund Balance		213,664

## Fund #470 – Capital Projects – County Buildings &amp; Structures

Beginning Fund Balance	\$	93,145
Revenue		-0-
Expenditures		-0-
Ending Fund Balance		93,145

## Fund #581 – Airport Operating

Beginning Fund Balance	\$	3,335,888
Revenue		503,148
Expenditures		503,148
Ending Fund Balance		3,335,888

## Fund #582 – Elk Rapids Hydro Utility System

Beginning Fund Balance	\$	466,560
Revenue		23,062
Expenditures		6,250
Ending Fund Balance		483,372



**Resolution #25-2018 continued.**

**BE IT FURTHER RESOLVED** that the Antrim County Board of Commissioners adopts the following policies for implementation of the 2019 General Fund budget:

1. That any increase in Total Receipts or Total Expenditures shall be approved by action of the Board of Commissioners.
2. That any increase of the total budget of any General Fund Cost Center must be accompanied by a proposed budget amendment and must be approved by the Board of Commissioners.
3. That any position or supplement adopted for 2019 which is reimbursed by grants or other monies from an outside unit may be terminated if the grant and/or other reimbursements are discontinued.
4. That any Capital Outlay and Equipment purchases are consistent with the Antrim County Purchasing and Bid Policy.
5. Computers shall be grouped together, when possible, and purchased through a competitive quote process. Computers will be treated as a depreciating capital outlay through the fixed asset program.
6. That no appropriation be paid to a non-profit Organization not affiliated with Antrim County as a governmental entity until such time as a contract between Antrim County and the non-profit organization in question is approved.
7. That the Chief Administrative Officer of the Budget is authorized to make transfers between line items (excluding salaries, wages, overtime, all fringe benefit line items, capital outlay, and specific appropriations) within the Cost Center provided sufficient data is provided by the Department Head definitely showing that the Cost Center's total budget will not at any time during the budget year be increased as a result of the transfer.
8. The Finance Committee is authorized to make transfers between Cost Centers within the General Fund as long as it does not result in an increase of the overall General Fund Budget, and from fund to fund of up to \$10,000.
9. That any question concerning assignment of GL account to any purchase will be decided by the Chief Administrative Officer of the Budget.
10. That if the CIP has not been approved prior to the submission of departmental Budgets the department heads are authorized to include all requested in Capital Outlay.

Yes – David Heeres, Melissa Zelenak, Karen Bargy, Ed Boettcher, Bryan Smith, Brenda Ricksgers,  
Dawn LaVanway, Christian Marcus;

No - None;

Absent – Scott Kruger.

**RESOLUTION #25-2018 DECLARED ADOPTED.**



**RESOLUTION #26-2018 By Karen Bargy, seconded by Melissa Zelenak****EXPENDITURE APPROVAL**

**WHEREAS**, under generally accepted auditing standards and the standards applicable to financial audits in Government Auditing Standards, issued by the Department of Treasury – State of Michigan, all Antrim County expenditures shall have prior approval of the governing body, and

**WHEREAS**, it has been determined by audit that Antrim County shall comply with this accounting standard,

**BE IT THEREFORE RESOLVED**, that all Antrim County expenditures in General Fund Type, Special Revenue Fund Type, Capital Project Fund Type, and Enterprise Fund Type Funds be approved for 2019 at the monthly meeting of the Antrim County Board of Commissioners with some exceptions, and

**BE IT FURTHER RESOLVED** the following expenditures be considered the exceptions and be considered approved by passage of this Resolution:

1. Special Revenue Fund Types for which the payment approval has been designated to another board or agency either by law or by action of the Board of Commissioners including but not limited to Meadowbrook Operating Fund, Road Commission, Veterans Affairs, Child Care, Register of Deeds Automation, Meadowview Operating, Commission on Aging and other similar Funds.
2. Special Revenue Fund Types that involve grant agreements including but not limited to Housing grants, Parks grants, Emergency Services grants, Antrim County Transportation/Dial –a- Ride grants, Law Enforcement grants, Commission on Aging grants, and other similar Funds.
3. Appropriations to other Agencies as designated in the current year's budgets.
4. Any payroll and related fringe benefit expenses.
5. Expenditures which lack of timely payment results in late fees including but not limited to utilities, credit cards, and other similar expenses.
6. Contractual obligations including but not limited to trash removal, plowing, construction projects, maintenance contracts, insurance, and other similar expenditures.
7. Any expenses which the Chief Administrative/Fiscal Officer deems, due to circumstances, should be paid immediately, such expenses to be signed as approved by the Chief Administrative/Fiscal Officer.

Yes – David Heeres, Melissa Zelenak, Karen Bargy, Ed Boettcher, Bryan Smith, Brenda Ricksgers, Dawn LaVanway, Christian Marcus;

No - None;

Absent – Scott Kruger.

**RESOLUTION #26-2018 DECLARED ADOPTED.**



**RESOLUTION #27-2018 By Bryan Smith, seconded by Melissa Zelenak**

***HONORING PATRICIA THEOBALD ON HER RETIREMENT***

***WHEREAS, Patricia Theobald,*** Probate Register, will retire on October 12, 2018, after over 35 years of outstanding service to Antrim County. Patricia began employment with Antrim County on January 31, 1983; and

***WHEREAS, Patricia*** has been in charge of all Probate Court caseload, which involves the developmentally disabled, mentally ill, guardianships, conservatorships, trusts, wills, and civil law suits regarding Probate estates; and

***WHEREAS, Patricia*** has always performed her duties throughout her years of service to Antrim County, serving all Antrim County residents with compassion and dignity; and

***WHEREAS,*** over a nearly 36-year career with Antrim County, ***Patricia*** distinguished herself with deep knowledge and abilities related to Probate Court matters and has developed and exhibited the expertise and leadership qualities during her career which have been invaluable to Antrim County during her tenure. Patricia has set an example of dedication and commitment which has been an inspiration to all employees.

***NOW, THEREFORE, BE IT RESOLVED,*** the members of the Board of Commissioners hereby expresses its gratitude to ***Patricia*** for her service as Probate Register and for all that she has contributed to Antrim County; and

***BE IT FURTHER RESOLVED,*** that the Board of Commissioners wishes ***Patricia*** continued success in all her endeavors and expresses our hope for her continued health, happiness, and prosperity.

Yes – David Heeres, Melissa Zelenak, Karen Bargy, Ed Boettcher, Bryan Smith, Brenda Ricksgers,  
Dawn LaVanway, Christian Marcus;

No – None;

Absent - Scott Kruger.

**RESOLUTION #27-2018 DECLARED ADOPTED.**

Village of Bellaire President, David Schulz presented the Board with the Village of Bellaire Councils proposal of a General Concept for an Option W-W for the Antrim County Facilities Master Plan and the results of their on-line survey conducted by the Village.

Patty Niepoth, Register of Deeds presented the 2017 Register of Deeds Annual Report.

It was moved by Smith, seconded by LaVanway that the Register of Deeds 2017 Annual Report be accepted. Motion carried – all present voting yes.

The Chairman requested Public Comment. Joe Short addressed the Board in support of the Village of Bellaire proposal for the General Concept W-W and Brian Drettmann spoke on the Antrim County Facilities Master Plan. Public Comment closed at 2:10 p.m.



It was moved by Bargy, seconded by Zelenak that the Board go into closed session to discuss the collective bargaining agreements with the three Sheriff's Office Bargaining Units per the Open Meetings Act 267 of 1976, 15.268 Closed Sessions, permissible purposes, Section 8(c): "For strategy and negotiation sessions connected with the negotiation of a collective bargaining agreement if either negotiating party requests a closed hearing." The following to remain in the closed session: Peter Garwood, County Administrator, Sheryl Guy, County Clerk, Dan Bean, Antrim County Sheriff, Stephanie Murray, Director Human Resources. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, Ricksgers, LaVanway, Marcus; No – None; Absent – Kruger.

The Board retired to Closed Session at 2:15 p.m.

The Board returned to Open Session at 2:48 p.m.

It was moved by Smith, seconded by Heeres that the Board approve the Governing Body Resolution provided by the Michigan Municipal Employees' Retirement System to allow Sergeant Jonathan Wheatley to purchase one (1) year of service credit under the Antrim County pension program with all initial costs to be borne by Sergeant Jonathan Wheatley and funded at 6.75%. Motion as follows: Yes- Heeres, Smith, Ricksgers, Marcus; No – Zelenak, Bargy, Boettcher, LaVanway; Absent – Kruger. **MOTION FAILED.**

The meeting adjourned at 2:50 p.m.

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Edgar Boettcher, III, Chairman

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Sheryl Guy, County Clerk



October 11, 2018

Board of Commissioners Meeting – Public Comment

I would like to speak to the motion being put before you today recommending that the BOC approve a parity increase of 6.5% for the Finance Director for FY 2019.

In 2018 the Finance Director was given a 2% cost of living increase, a 5% parity increase and was given the 5% parity increase for 2019 ahead of schedule for a total in FY 2018 of 12%. Now it seems that the same position will receive an additional 6.5% parity increase for FY 2019 which will be a total increase of 18.5% in a little over a year.

As our supervisor, the County Administrator represented the remaining six positions that were scheduled for parity increases in 2019, thinking that if one position was given the 2019 parity increase ahead of schedule, the same should be done for all. The County Administrator lobbied on our behalf, to no avail. On September 6, 2018 the motion came out of Admin recommending to the BOC that the remaining six positions receive the 2019 parity increases early, as well. That motion was presented to the BOC on September 13, 2018 and failed.

I ask you, why is something approved for one position and not all?

Why is it that one position can request and receive additional increases and not all positions?

And lastly, can we develop a process that will insure consistency for all?

Respectfully,  
Deborah Peters



**SPECIAL MEETING**

The meeting was called to order by the Chairman at 6:00 p.m.

Members present: David Heeres, Melissa Zelenak, Karen Bargy, Ed Boettcher, Bryan Smith, Brenda Ricksgers, Dawn LaVanway, Christian Marcus.

Absent: Commissioner District #8

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

Invocation offered by Commissioner Zelenak.

The Chairman requested Public Comment. Joe Short addressed the Board on behalf of a large informal group of people vested in both Antrim County and Village of Bellaire and read a letter composed by group of Bellaire local business owners, Bellaire DDA, Village of Bellaire and concerned citizens containing comments and a proposal for Board consideration. (see pages 3 and 4) Public comment closed at 6:12 p.m.

The Chairman, Ed Boettcher opened the meeting thanking the community for attending and that their feedback is important to the Commissioners. The purpose of meeting is to discuss and establish the direction of the Antrim County Facilities Master Plan for the current and future needs of Antrim County government facilities and begin to discuss how to proceed with implementation. Byce and Associates was hired to provide an assessment of the needs and the study resulted in many recommendations and identified several immediate and long term needs. The immediate needs being identified as the most serious and having the greatest potential for liability were the Antrim County Jail and Law Enforcement Facility Centers. While the Administration Building/County Building has many issues that are not compliant with the Americans Disability ACT (ADA), and security needs which began the initial study and lead to the hiring of Byce and Associates.

- Additional meeting with Byce and Associates: Discussion followed.
- Additional public meeting with Byce and Associates: Discussion followed.
- Preferred Option: Discussion followed.
  - Prisoner Transport CostsAntrim County Jail: Remote Jail – Byce and Associates Courthouse Transportation Analysis  
Remote Jail – Antrim County Sheriff Transportation Analysis  
Undersheriff Pratt addressed the Boards questions on the proposal/analysis of the Sheriff.
  - Animal Shelter site buildability
- Security at existing building: Discussion followed.
  - Address immediate needs at the Administration Building/County Building
- Establish a final decision timeline on preferred choices: Discussion followed.
- Review entire facility master plan timeline: Discussion followed.



- Establish direction. Discussion followed.

The Board is not ready to commit to any option at this time as further research and evaluation of those preferred options shall be addressed:

Option H

Option F

Option G replaced with Village proposal: Option W-W

The Board agreed by a majority to direct the County Administrator, Peter Garwood to request the following quotes from Byce and Associates as following:

- Review Village proposal: W-W Option with cost.
- Administration Building/County Building Security Plan.

The Board agreed by a majority to direct the County Administrator, Peter Garwood to gather information and cost involved to request a quote for an engineering study of the County owned property at the Animal Shelter to determine if the site is buildable.

The Chairman spoke of the three (3) preferred options and that careful consideration will be given to those options. The Board will continue to provide open communications with all stakeholders that are interested. The Board has not committed to any option as this project is still in the beginning stage, and will continue to gather public input, option assessments, option values and financial avenues by reaching out to various entities and their resources. He spoke that the request to form an Ad Hoc Committee to be considered and added to the Board Agenda at the next regular meeting.

The Chairman requested Public Comment. Bradley Keiser, Village of Bellaire Public Works Department spoke on the resources the Village has to assist the County with exploration of the Animal Shelter site. Louise Wensel spoke on future partnering with Master Plans and Bill Thompson spoke on the Jail and Sheriff Administration location. Public comment closed at 7:41 p.m.

The Chairman addressed the vacancy of Scott Kruger, Commissioner District #8 due to his resignation dated October 11, 2018 with option to appoint for the current term which ends December 31, 2018. Discussion followed.

The Chairman requested that the Board agenda address the vacancy of Commissioner District #8, following the General Election on Tuesday, November 6<sup>th</sup> with two (2) write-in candidates and certification of the Board of Canvassers.

The meeting adjourned at 7:58 p.m.

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Edgar Boettcher, III, Chairman

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Sheryl Guy, County Clerk



**ANTRIM COUNTY BOARD OF COMMISSIONERS  
SPECIAL MEETING, October 29, 2018**

**PUBLIC COMMENTS AND A PROPOSAL FOR CONSIDERATION**

We are a large informal group of people who are invested in both Antrim County and the Village of Bellaire, representing a diverse range of interests and perspectives. We recognize and support the need for major changes to upgrade the critical operations of a wide range of Antrim County Government operations. We are also appreciative of the work, time and fiscal resources the County Board of Commissioners and the Village of Bellaire have invested thus far. As a result, there are now a number of possible plans with related costs to consider. It is our understanding your meeting tonight is to determine how to proceed from this point forward so that within a reasonable time period a specific plan, budget and implementation plan can be adopted.

We support this intent. However, we are united in our strong belief that more time and work is needed with additional stakeholders brought into the next step of the planning process to achieve a plan that will have wide support. At present, sufficient support for building a new jail and investing significantly more money over time into the current downtown Bellaire governmental complex does not exist.

There exists a growing swell of support for the following next steps:

1. Hold off on any commitment of additional funding at this point
2. Develop an ad hoc group to work with you to develop a final plan that best meets the intended goals
3. Use a facilitator for this process that has both the experience with and knowledge of our specific northern Michigan economic and community context. Suggestions would include Northern Lakes Economic Alliance or Networks Northwest.

What we are proposing has been requested in several of the recent occasions where people invested in this county and in Bellaire have had the opportunity to ask questions and express their views. If this is done, we believe the process itself will help expand plan support so that the final plan has the broad-based support needed to successfully move to adoption and implementation.

**Proposal:** The Antrim County Board of Commissions will develop an ad hoc workgroup that includes county commissioners as well as representatives from key stakeholder groups who will be impacted well into the future by whatever plan is moved forward. County commissioners and stakeholders share a desire to support a healthy, vibrant county where a diverse range of people can work, play, learn and enjoy support from family, friends and community. However, accommodating the wide range of what this means to different people is the challenge. We believe a workgroup that includes some of these stakeholders provides the strongest possible way to reach a plan that:

- Improves the facility and work environments for the involved county operations to the level where optimal functionality, staff support, safety and the capacity to meet all applicable laws and regulations is optimized
- Maintains and improves economic growth opportunities and quality of life going forward for both Antrim County and the Village of Bellaire
- Is attainable in a fiscally responsible manner by demonstrated cost efficiency and effectiveness within the overall cost parameters

**Workgroup Charge:** Develop recommendations for a master plan that meets the above criteria and is based on the work to date by both the CBOC and the Village, particularly including proposals G and Win-Win.



**Ad Hoc Workgroup:** The workgroup members would be selected as having the experience and/or expertise to represent the stakeholder and/or knowledge base needed to contribute to completing the charge to the group. Suggested participants include:

- County Commissioners
- Bellaire Village Council President
- Existing businesses (2-3, possibly two from Bellaire where the most impact will be felt, as well as a business representative who is located in Antrim County but not necessarily Bellaire)
- Economic development expertise (with knowledge of our northern Michigan economic environment, as well as familiarity with Antrim County and Bellaire)
- Commercial development expertise within the northern MI, Antrim County context
- Bellaire residents (who likely own a home here, but not a business, who are invested in community life here)
- Bellaire Chamber, as well as another Chamber within Antrim County

**Timeframes:** To be determined. Major process steps that need timeframes would include:

- Selection of the workgroup participants
- Determination of a reasonable amount of time for the workgroup to do its work and prepare its recommendations
- Presentation to the CBOC, including any additional revisions needed at that time
- Community Forum/s, input incorporated
- CBOC adoption, along with necessary activities to move to implementation ("the plan to implement the plan")

This plan, once begun and put in place, will impact the functioning of county government, the Village of Bellaire, and Antrim County as a whole many years into the future. As David Schultz astutely noted during his presentation at your last meeting, the Village of Bellaire is a part of Antrim County. He also went on to say that the reverse is also true--the County, with all its many programs and functions, is a member of the Village. It resides and works 24/7, every day of the year, as a very visible and interactive member of the Village of Bellaire. There exists a reciprocity and a need to share support and responsibilities between the County and the Village in a very real way that is exclusive to Bellaire. No other community in Antrim County will be impacted by these changes in the way Bellaire will be.

For Bellaire, the outcome will define the future of the town. As you know, the Village is concurrently doing its own strategic planning. Both its plan and the county government plan must be implemented within the same few square miles. It is to no one's advantage if being the seat of county government is a liability rather than an asset. It would reflect poorly on the county itself if that were the case. As a village and as a community, we have always been proud to have the courthouse and county operations here. We strongly believe it is not only possible, but necessary to align these two plans. Each is part of the other. Each can bring resources the other cannot to an aligned plan that works for both.

We urge you to continue to work together with us in this critical next step of developing the ultimate plan to present to voters and to the citizens of Bellaire and Antrim County. When government, the private sector, and communities work together, solutions and resources are found that none of the players can provide on their own. It is the approach that values our democracy, and each of us within it. We can do this—together. We urge you to support this proposal in your meeting tonight.



The meeting was called to order by the Chairman at 9:00 a.m.

Members present: David Heeres, Melissa Zelenak, Karen Bargy, Ed Boettcher, Bryan Smith, Brenda Ricksgers, Dawn LaVanway, Christian Marcus.

Absent: Commissioner District #8

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

Invocation offered by Brad Klooster.

The Chairman requested Public Comment. Steve Young addressed the Board on the Lake Level group meeting and profiling of lakes. David Schulz addressed the Board on the growing public interest in support of the Board forming an Antrim County Facilities Planning ad hoc committee. Dana O'Dell introduced herself to the Board and asked for their support when appointing to the vacant seat of Commissioner District #8. Public Comment closed.

It was moved by Smith, seconded by LaVanway to approve the agenda as written. Motion carried all present voting yes.

It was moved by Bargy, seconded by Heeres that the minutes of October 11, 2018 be approved with correction. Motion carried – all present voting yes.

It was moved by Smith, seconded by Ricksgers that the special meeting minutes of October 29, 2018 be approved as written. Motion carried – all present voting yes.

It was moved by Marcus, seconded by Smith that the draft 2019-2024 Parks and Recreation Plan be **TABLED** and that the Planning Commission review before any action is taken to release for public review and comment. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, Ricksgers, LaVanway, Marcus; No – None; Absent – Vacant Commissioner District #8.

It was moved by Ricksgers, seconded by Marcus that the Board initiate the emergency purchase procedure to extend the contract for services at the Airport with Gaylord ARFF, Inc. for a period of 45 calendar days and the Chairman be authorized to execute the contract. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, Ricksgers, Marcus; No – LaVanway; Absent Vacant Commissioner District #8.

It was moved by Ricksgers, seconded by Bargy that the Board authorize the Chairman to execute an amended Inter-County District Court Operating Agreement with Grand Traverse County and Leelanau County for funding and operation of the 86<sup>th</sup> District Court effective immediately upon approval and execution by all parties. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, Ricksgers, LaVanway, Marcus; No – None; Absent – Vacant Commissioner District #8.



It was moved by Ricksgers, seconded by Smith that the Board authorize the Antrim County Sheriff to execute an inmate health services contract with David May, DO as correctional facility physician from January 1, 2019 through December 31, 2019 at the cost of \$18,000.00 for services and \$6,054.00 for reimbursement for general and professional liability insurance, including malpractice coverage. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, Ricksgers, LaVanway, Marcus; No – None; Absent – Vacant Commissioner District #8.

It was moved by Ricksgers, seconded by Smith that the Board authorize the Antrim County Sheriff to execute an inmate health services contract with Jennifer Held, RN as correctional facility nurse from January 1, 2019 through December 31, 2019, with an hourly payment of \$24.00 per hour of service and reimbursement of \$383.00 for general and professional liability insurance. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, Ricksgers, LaVanway, Marcus; No – None; Absent – Vacant Commissioner District #8.

It was moved by Ricksgers, seconded by Zelenak that the Board **TABLE** the proposal to increase grant application to \$22,000.00 for ten (10) 800 MHZ radios to be included in the Emergency Services 2% Tribal Grant application which will be submitted to the Grand Traverse Band of Ottawa and Chippewa Indians until **1:00 p.m.** Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, Ricksgers, LaVanway, Marcus; No – None; Absent – Vacant Commissioner District #8.

It was moved by Ricksgers, seconded by Zelenak that the Board authorize the Chairman and the Sheriff to execute the Memorandum of Agreement between Antrim County and the local units of government first responder agencies (Member Agencies) to ensure proper usage of the Mobile Computer Terminal (MCT) equipment and network operations by the Member Agencies and their personnel. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, Ricksgers, LaVanway, Marcus; No – None; Absent – Vacant Commissioner District #8.

It was moved by Ricksgers, seconded by Zelenak that the Board adopt and amend the Antrim County Board of Commissioner's Procedures Section 7.3 to add language to Public Comment.

*Members of the public with questions, concerns, or comments regarding their topic addressed during public comment may request additional information and/or referral from the County Administrator's Office during normal business hours or call 231-533-6265.*

Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, Ricksgers, LaVanway, Marcus; No – None; Absent – Vacant Commissioner District #8.

It was moved by Ricksgers, seconded by Bargy that the Board approve the Veterans Affairs Director to apply to the Michigan Veterans Affairs Agency (MVAA) County Incentive Grant – technology incentive grant for the purchase of two (2) document scanners, one (1) printer, and one (1) laptop. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, Ricksgers, LaVanway, Marcus; No – None; Absent – Vacant Commissioner District #8.

It was moved by Heeres, seconded by Smith that the Board authorize the Chairman to execute the 2019 Agreement for Extension Services provided by Michigan State University. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, Ricksgers, LaVanway, Marcus; No – None; Absent – Vacant Commissioner District #8.



It was moved by Marcus, seconded by LaVanway to pick-up the TABLED motion from October 11, 2018 Board meeting to address the Municipal Employees' Retirement System (MERS) Service Credit Purchase Credit Opt-Out form to eliminate the option for participating employees to purchase additional years. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, Ricksgers, LaVanway, Marcus; No – None; Absent – Vacant Commissioner District #8.

It was moved by Marcus, seconded by LaVanway that the Board approve the Municipal Employees' Retirement System (MERS) Service Credit Purchase Opt-Out Form for all divisions effective January 1, 2019 and the Chairman be authorized to execute document. Motion carried as follows: Yes – Heeres, Bargy, Boettcher, Smith, Ricksgers, LaVanway, Marcus; No – Zelenak; Absent – Vacant Commissioner District #8.

It was moved by Smith, seconded by Heeres that the Board approve the Governing Body Resolution provided by the Municipal Employees' Retirement System (MERS) to allow Sergeant Jonathan Wheatley to purchase thirteen (13) months of service credit under the Antrim County pension program through MERS with all initial costs to be borne by Sergeant Wheatley with no initial cost to Antrim County. Motion as follows: Yes – Heeres, Boettcher, Smith, Ricksgers; No – Zelenak, Bargy, LaVanway, Marcus. **MOTION FAILS/TIE**

It was moved by Marcus, seconded by Heeres that the Board authorize the Chairman to execute a contract for services for technical support and assistance for Antrim County's computer network with Arbor Solutions from January 1, 2019 through December 31, 2019. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, Ricksgers, LaVanway, Marcus; No – None; Absent – Vacant Commissioner District #8.

It was moved by Marcus, seconded by Smith that the Board authorize the Chairman to execute a 36-month services agreement with Frontier Communications conditioned on the inclusions of changes consistent with civil counsel's review. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, Ricksgers, LaVanway, Marcus; No – None; Absent – Vacant Commissioner District #8.

It was moved by Marcus, seconded by Smith that the Board authorize the Chairman to execute a Participating Addendum, NASPO ValuePoint, Master Price Agreement with Cello Partnership d/b/a Verizon Wireless conditioned on the inclusion of changes consistent with civil counsel's review. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, Ricksgers, LaVanway, Marcus; No – None; Absent – Vacant Commissioner District #8.

It was moved by Marcus, seconded by Heeres that the Board adopt draft three of the Antrim County Travel Policy which will replace the Antrim County Travel Policy #1992-9. . Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, Ricksgers, LaVanway, Marcus; No – None; Absent – Vacant Commissioner District #8.



**RESOLUTION #28-2018 Christian Marcus, seconded by Bryan Smith**

**ANTRIM COUNTY BOARD OF COMMISSIONERS  
RESOLUTION ON SENATE BILL 396**

**WHEREAS**, Roads are the backbone of the social, cultural and economic stability of Antrim County and our region, and particularly to all the townships which make significant annual contributions to preservation, maintenance and other activities on the county local road system; and

**WHEREAS**, Senate Bill (SB) 396 (S-5) passed and reported out of the Senate Transportation Committee on September 6, 2018, allows exemptions from seasonal weight restrictions (also known as “frost laws”) to the forest product industry during the spring thaw when roads are the most vulnerable to damage from heavy loads; and

**WHEREAS**, It is a fact in Antrim County and throughout all Northern states that all roads become soft in the spring as frost melts, and applying unrestricted 164,000-pound truck loading and traffic on soft roads, whether paved or unpaved, is poor public policy that defies common sense when it comes to road preservation, and will lead to significant damage to the county road system, economic damage in Antrim County and increased risk to drivers in our region; and

**WHEREAS**, SB-396 also grants exemptions to the forest industry that will allow the hauling of forest products and transport of equipment on the county road system without obtaining proper permits from road authorities at all times of the year; and

**WHEREAS**, the provisions of SB 396 *will result in costly damage to the county road system which is the opposite of what the Michigan Legislature and the people of Michigan called for in the 2015 Michigan Transportation Package*; and

**WHEREAS**, the provisions of SB 396 *will negatively impact the traveling public* accessing the county road system, burdening road authorities with expensive reactive maintenance repairs and significantly increased taxpayer costs, as well as increased county and township contributions to maintain the public road system; and

**WHEREAS**, the provisions in SB 396 and subsequent impacts to the county local road system will negatively impact the health, safety and welfare of Antrim County residents and the traveling public; and

**WHEREAS**, Antrim County works closely with the Antrim County Road Commission to maintain our vital local road network and to accommodate the logging industry wherever possible to also maintain the economic vitality of our region;

**THEREFORE, BE IT RESOLVED**, that the Antrim County Board of Commissioners hereby **strongly opposes** SB 396 (S-5).

YES – David Heeres, Melissa Zelenak, Karen Bargy, Ed Boettcher, Bryan Smith, Brenda Ricksgers,

Dawn LaVanway, Christian Marcus;

No – None;

Absent – Vacant Commissioner District #8.

**RESOLUTION #28-2018 DECLARED ADOPTED.**



It was moved by Heeres, seconded by Smith that the Board approve the closed session meeting minutes of October 11, 2018. Motion carried – all present voting yes.

### **Consent Agenda**

It was moved by Bargy, seconded by Zelenak that the Claims and Accounts in the amount of \$260,450.56 be approved and paid. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, Ricksgers, LaVanway, Marcus; No – None; Absent – Vacant Commissioner District #8.

It was moved by Bargy, seconded by Zelenak that the Board authorize the Finance Director to Budget for Fiscal Year 2018, \$8,160.47, for the General Fund 101, Department 719 Resource Recovery, Contractual Services (101-719-802). The funding for this activity will be accounted for in the General Fund ending Fund Balance. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, Ricksgers, LaVanway, Marcus; No – None; Absent – Vacant Commissioner District #8.

It was moved by Bargy, seconded by Zelenak that the Board authorize the Finance Director to Budget for Fiscal Years 2018, \$927.42, for the General Fund 101, Department Veterans Affairs 682, Printing and Publishing 901 (101-682-901). The funding for this activity is accounted for in the General Fund Revenue for Private Contribution and Donations (101-000-674). Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, Ricksgers, LaVanway, Marcus; No – None; Absent – Vacant Commissioner District #8.

It was moved by Bargy, seconded by Zelenak that the Board authorize the Finance Director to Budget for Fiscal Year 2018, \$250.00, for the General Fund 101, Department 694 Housing Administration, Per Diem 710.001 (101-694-710.001) and \$85.00 for the General Fund 101, Department 694 Housing Administration, Travel 861 (101-694-861). The funding for this activity will be accounted for in the General Fund ending Fund Balance. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, Ricksgers, LaVanway, Marcus; No – None; Absent – Vacant Commissioner District #8.

It was moved by Bargy, seconded by Zelenak that the Board authorize the Finance Director to sign the Engagement Letter for Jefferson Solutions, Inc. for OPEB reporting for both Fiscal Year 2018 and Fiscal Year 2019 for a total cost of \$3,950.00. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, Ricksgers, LaVanway, Marcus; No – None; Absent – Vacant Commissioner District #8.

It was moved by Bargy, seconded by Zelenak that the Board authorize the Finance Director to Budget for Fiscal Year 2019, \$3,950.00 for the General Fund 101, Department Budget – Accounting Services 212, Contractual Services 802 (101-212-802) for reporting on GASB 75 through an actuarial firm, and the funding to come from the General Fund 101, Special Project 895, Contingencies 999 (101-895-999). Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, Ricksgers, LaVanway, Marcus; No – None; Absent – Vacant Commissioner District #8.

It was moved by Bargy, seconded by Zelenak that the Board approve a 2019 budget amendment to include an additional payment towards the Municipal Employees' Retirement System (MERS) pension unfunded liability in the amount of \$322,164.00 which is the difference between the assumed MERS rate of 7.75% and a more conservative rate of 6.75% to be expensed from the General Fund ending Fund Balance. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, Ricksgers, LaVanway, Marcus; No – None; Absent – Vacant Commissioner District #8.



It was moved by Bargy, seconded by Zelenak that the Board authorize the Chairman to execute contracts for services for the 2019 appropriations with the Antrim County Fair, Conservation Resource Alliance, Traverse Area District Library, The Watershed Center of Grand Traverse Bay and the 2019 fiduciary services agreement with Goodwill Industries of Northern Michigan, Inc. for the Antrim County Community Collaborative. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, Ricksgers, LaVanway, Marcus; No – None; Absent – Vacant Commissioner District #8.

The Chairman addressed the request made at the Special Meeting held October 29, 2018 by the Village of Bellaire that community and stakeholders be appointed by the Board to an Antrim County Facilities Planning ad-hoc committee with work groups split up by specialty and expertise. Discussion followed: **No Action Taken.**

It was moved by LaVanway, seconded by Boettcher that the Board approve the forming of an Antrim County Facilities Planning ad-hoc committee and that the County Administrator be directed to explore options for a third party facilitator to assist County with work group possibilities. Motion as follows: Yes – Boettcher, Smith, Ricksgers, LaVanway; No – Heeres, Zelenak, Bargy, Marcus; Absent – Vacant Commissioner District #8. **TIE/MOTION FAILS**

It was moved by Zelenak, seconded by Marcus that the Board direct the County Administrator to explore options for an Antrim County Facilities Plan facilitator and address options for work groups. Motion carried as follows: Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Ricksgers, LaVanway, Marcus; No – Smith; Absent – Vacant Commissioner District #8.

**RESOLUTION #29-2018 By Karen Bargy, seconded by Bryan Smith**

*Resolution Honoring Oleta Dawson on her Retirement*

**WHEREAS**, Oleta Dawson, Administrative Assistant to the Prosecuting Attorney, retired on September 30, 2018, after over 34 years of outstanding service to Antrim County. Oleta began employment with Antrim County on September 24, 1984; and

**WHEREAS**, throughout her years of service to Antrim County, Oleta has always performed her duties with compassion and dignity; and

**WHEREAS**, over a 34-year career with Antrim County, Oleta distinguished herself with exceptional knowledge and skill related to the Office of the Prosecuting Attorney, and developed and exhibited the expertise and leadership qualities during her career that have been invaluable to Antrim County during her tenure. Oleta set an example of dedication and commitment that is an inspiration to all employees.

**NOW, THEREFORE, BE IT RESOLVED**, the Board of Commissioners hereby expresses its gratitude to Oleta for her service as an Administrative Assistant and for all that she has contributed to Antrim County; and

**BE IT FURTHER RESOLVED**, the Board of Commissioners wishes Oleta continued success in all her endeavors and expresses our hope for her continued health, happiness, and prosperity.

**PASSED AND ADOPTED**, by unanimous vote of the Antrim County Board of Commissioners.



Julie Clark, Executive Director presented a presentation on the update of the Tart Trail from Traverse City to Charlevoix.

It was moved by Heeres, seconded by Smith that the Board make the appointment to fill the vacant position of Commissioner District #8 and that **Jason Helwig** be appointed and that the effective date be November 08, 2018 through December 31, 2018. Motion carried as follows: Yes- Heeres, Boettcher, Smith, Ricksgers, LaVanway, Marcus; No – Zelenak, Bargy; Absent – Vacant Commissioner District #8.

The Chairman assigned all current appointments of Commission District #8 such as commissions and committees continue to be assigned by appointee of Commissioner District #8.

Leslie Meyer, Emergency Services Director presented a report on the Full Scale Operation - Meadow Brook Exercise.

It was moved by Smith, seconded by Zelenak that the Board pick-up the **TABLED** item to increase by \$22,000.00 for ten (10) 800 MHz radios to be included in the Emergency Services 2% Tribal Grant application which will be submitted to the Grand Traverse Band of Ottawa and Chippewa Indians. Motion carried – all present voting yes.

Discussion followed: The Board requested that Leslie Meyers, Emergency Services Director speak on the proposal.

It was moved by Smith, seconded by Zelenak that the Board approve to increase the proposal from additional (10) ten 800 MHz radios to (13) thirteen 800 MHz radios to be included in the Emergency Services 2% Grant application which will be submitted to the Grand Traverse Band of Ottawa and Chippewa Indians. Motion carried as follows: Yes- Zelenak, Bargy, Boettcher, Smith, Ricksgers, LaVanway, Marcus; No – Heeres; Absent – Commissioner District #8.

**RESOLUTION #30-2018 David Heeres, seconded by Karen Bargy**

**TO ADOPT THE ANNUAL EXEMPTION OPTION AS SET FORTH IN  
2011 PUBLIC ACT 152, THE PUBLICLY FUNDED HEALTH INSURANCE  
CONTRIBUTION ACT**

**WHEREAS**, 2011 Public Act 152 (the “Act”) was passed by the State Legislature and signed by the Governor on September 24, 2011;

**WHEREAS**, the Act contains three options for complying with the requirements of the Act;

**WHEREAS**, the three options are as follows:

1. Section 3 – “Hard Caps” Option – limits a public employer’s total annual health care costs for employees based on coverage levels, as defined in the Act;
2. Section 4 – “80%/20%” Option – limits a public employer’s share of total annual health care costs to not more than 80%. This option requires an annual majority vote of the governing body;



**RESOLUTION #30-2018 continued.**

3. Section 8 – “Exemption” Option – a local unit of government, as defined in the Act, may exempt itself from the requirements of the Act by an annual 2/3 vote of the governing body;

**WHEREAS**, the ANTRIM COUNTY BOARD OF COMMISSIONERS has decided to adopt the annual Exemption option as its choice of compliance under the Act;

**NOW, THEREFORE, BE IT RESOLVED** the BOARD OF COMMISSIONERS of the COUNTY of ANTRIM elects to comply with the requirements of 2011 Public Act 152, the Publicly Funded Health Insurance Contribution Act, by adopting the annual Exemption option for the medical benefit plan coverage year January 1, 2019 through December 31, 2019.

Yes – David Heeres, Melissa Zelenak, Karen Bargy, Ed Boettcher, Bryan Smith, Brenda Ricksgers, Dawn LaVanway, Christian Marcus;

No – None;

Absent – Commissioner District #8.

**RESOLUTION #30-2018 DECLARED ADOPTED.**

Commissioner LaVanway left meeting at 2:22 p.m.

It was moved by Heeres, seconded by Ricksgers that the Board approve and set the County Employer health insurance premium caps for the 2019 benefit year beginning January 1, 2019 and adopt the following employer health insurance premium caps: Single \$557.10, Double \$1,248.18, and Family \$1,560.23, and that the funding source be the 2019 General Fund, Special Projects cost center - Contingency line item (101-895-999.000) and authorize the Finance Director to make the corresponding 2019 budget amendments. Motion carried as follows: Yes- Heeres, Zelenak, Boettcher, Smith, Ricksgers, LaVanway, Marcus; No – Bargy; Absent – LaVanway, Commissioner District #8.

It was moved by Smith, seconded by Marcus that the Board authorize the switch from the current Antrim County employee healthcare insurance plans provided by Blue Care Network to two (2) plans offered by Priority Health through Dewey Insurance Agency, HMO \$0 and \$750.00 deductible plans, as the only two (2) healthcare plans offered to all Antrim County employees eligible for the health insurance benefit effective January 1, 2019. Motion carried as follows: Yes- Heeres, Zelenak, Bargy, Boettcher, Smith, Ricksgers, LaVanway, Marcus; No – None; Absent – LaVanway, Commissioner District #8.

County Administrator, Peter Garwood presented his monthly report.

The meeting adjourned at 3:21 p.m.

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Sheryl Guy, County Clerk

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Edgar Boettcher, III, Chairman



The meeting was called to order by the Chairman at 9:00 a.m.

Members present: David Heeres, Melissa Zelenak, Karen Bargy, Ed Boettcher, Bryan Smith, Brenda Ricksgers, Dawn LaVanway, Jason Helwig, Christian Marcus.

Absent: None.

The Pledge of Allegiance to the U.S. flag.  
Invocation offered by Brad Klooster.

The Chairman requested Public Comment. David Schulz thanked the Board for their service and provided a special shout-out to the outgoing members Bryan Smith and Melissa Zelenak. He spoke of the Antrim County Facilities Master Plan and municipality collaboration. Mike Allison spoke in support of community assistance and collaboration. Gary Lockwood spoke to the Board in support of his letter of Interest for appointment consideration of several committees. Cheryl Patton spoke of concerns of future privatization of Antrim County Airport employees. Melissa Zelenak read a letter and email from the Chairman to the Board. Public Comment closed at 9:13 a.m.

It was moved by Marcus, seconded by Heeres to approve the agenda as written. Motion carried all present voting yes.

It was moved by Zelenak, seconded by LaVanway to approve the minutes of November 8, 2018 as corrected. Motion carried all present voting yes.

It was moved by Smith, seconded by LaVanway that the Board direct the Operator of Dams to be a co-investigator in the development of a predictive hydrological model of the Elk River Chain of Lakes Watershed (ERCOL). Motion carried as follows: Yes – Heeres, Zelenak, Boettcher, Smith, Ricksgers, LaVanway, Helwig, Marcus; No – Bargy; Absent – None.

It was moved by Smith, seconded by LaVanway that the Board authorize the Chairman to execute a timber sale agreement with Silverleaf Sawmill on a portion of the County-owned property, marked by the County forester, known as the “Alba Road Forest Area” for \$31,200.00 contingent on receiving the proper certificate of insurance. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, Ricksgers, LaVanway, Helwig, Marcus; No – None; Absent – None.

It was moved by Smith, seconded by Boettcher that the Board approve an extension of the lease agreement between the County of Antrim and North Country Community Mental Health at the current monthly payment, until April 30, 2019 or until a new lease agreement is approved by both parties, whichever comes first. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, Ricksgers, LaVanway, Helwig, Marcus; No – None; Absent – None.

It was moved by Smith, seconded by LaVanway that the Board utilize Networks Northwest as the facilitator for discussions on the facilities master plan. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, Ricksgers, LaVanway, Helwig, Marcus; No – None; Absent – None.



It was moved by Smith, seconded by Zelenak that the Board authorize the Remonumentation Program Administrator to sign the application for the 2019 Survey and Remonumentation Grant totaling \$44,800.00 and approve the submission of the application. Motion carried as follows: Yes – Heeres, Zelenak, Barga, Boettcher, Smith, Ricksgers, LaVanway, Helwig, Marcus; No – None; Absent – None.

It was moved by Smith, seconded by Zelenak that the Board authorize the Remonumentation Program Administrator to execute the 2019 Survey Remonumentation Grant No. BCC 19-05 Agreement with the State of Michigan Department of Licensing and Regulatory Affairs with a total authorized budget of \$44,800.00. Motion carried as follows: Yes – Heeres, Zelenak, Barga, Boettcher, Smith, Ricksgers, LaVanway, Helwig, Marcus; No – None; Absent – None.

It was moved by Smith, seconded by LaVanway that the Board authorize the Board Chairman to sign an easement agreement with Consumers Energy to install electric lines for the Dam Beach and Fishing Park Restroom Facilities, contingent upon civil counsel's review and provided the lines are installed underground. Motion carried as follows: Yes – Heeres, Zelenak, Barga, Boettcher, Smith, Ricksgers, LaVanway, Helwig, Marcus; No – None; Absent – None.

It was moved by Ricksgers, seconded by Zelenak that the Board authorize the Board Chairman to execute, on behalf of the Commission on Aging, Amendment No. 1 to the 2017-2018 Purchase of Service Agreement between MMAP, Inc. (Michigan Medicare/Medicaid Assistance Program) and Antrim County Commission on Aging for the delivery of MIPPA Beneficiary Outreach and Assistance Services. Motion carried as follows: Yes – Heeres, Zelenak, Barga, Boettcher, Smith, Ricksgers, LaVanway, Helwig, Marcus; No – None; Absent – None.

It was moved by Ricksgers, seconded by Zelenak that the Board authorize the Board Chairman to execute a service agreement with Tele-Rad, Inc. to maintain the Antrim County Sheriff Department's radio system from January 1, 2019 through December 31, 2019 for a monthly payment of \$2,520.70. Motion carried as follows: Yes – Zelenak, Barga, Boettcher, Smith, Ricksgers, LaVanway, Helwig, Marcus; No – Heeres; Absent – None.

**RESOLUTION #31-2018** By Christian Marcus, seconded by Bryan Smith

**MUNICIPAL EMPLOYEES RETIREMENT SYSTEM (MERS) OF MICHIGAN  
APPLICATION FOR ADDITIONAL CREDITED SERVICE  
JONATHAN WHEATLEY**

**WHEREAS**, provided by the MERS Plan, and in accordance with the Employer's policy there under, the additional credited service of eleven months (11) is hereby granted this member by Resolution of the Governing Body of Antrim County, at its meeting on December 13, 2018;

**WHEREAS**, the Employer understands this is an estimated cost, calculated using actuarial assumptions approved by the Retirement Board. Any differences between the assumptions and actual experience will affect the true cost of the additional service. For example, changes in benefit program through adoption or transfer of the affected employee to a division with "better" benefits; increase in wages other than 4.5% per year; and changes to the anticipated date of termination, will affect the actual cost of the additional services (increase or decrease);



**RESOLUTION 31-2018 continued.**

**BE IT RESOLVED**, thus, actual events and experience may result in changes different than those assumed, and liability different than the estimated.

**BE IT FURTHER RESOLVED**, the employer understands and agrees that it is accountable for any difference between estimated and actual costs.

Yes – David Heeres, Ed Boettcher, Bryan Smith, Brenda Ricksgers, Jason Helwig, Christian Marcus;

No – Melissa Zelenak, Karen Bargy, Dawn LaVanway;

Absent – None.

**RESOLUTION #31-2018 DECLARED ADOPTED.**

It was moved by Heeres, seconded by Smith that the Board approve parity increases for the 2019 salary and wage increases for the following department head positions be approved as follows:

Parks Manager 3%

Maintenance Director 3%

Commission on Aging 3%

Veterans Affairs Director 4%

Emergency Services Coordinator 6.5%

IT director 6.5%

The above parity increases to salary and wages be calculated after the addition of the 2019 salary and wage increases for the General non-union employees and that the funding sources be the General Fund, Contingencies (101-895-999.000) and authorize the Finance Director, Chief Administrative Officer, Deb Haydell to make the corresponding 2019 budget amendments. Motion carried as follows: Yes – Heeres, Boettcher, Smith, Ricksgers, Helwig, Marcus; No – Zelenak, Bargy, LaVanway; Absent – None.

The Chairman appointed Jeanette Hayes to the Commission on Aging Advisory Board to fill the 3-year term set to expire December 31, 2021.

It was moved by Smith, seconded by Zelenak that the Chairman's appointment of Jeannette Hayes to fill the 3-year term set to expire December 31, 2021 to the Commission on Aging Advisory Board be accepted. Motion carried all present voting yes.

The Chairman appointed Ron Grammer to the Construction Code of Appeals Board to fill a 2-year term set to expire December 31, 2020.

It was moved by Zelenak, seconded by Marcus that the Chairman's appointment of Ron Grammer to fill the 2-year term set to expire December 31, 2020 on the Construction Code Appeals Board be accepted. Motion carried all present voting yes.

The Chairman appointed William Drollinger to the E-911 Board to fill the 3-year term set to expire December 31, 2021.



It was moved by Ricksgers, seconded by Smith that the Chairman's appointment of William Drollinger to fill the 3-year term on the E-911 Board expiring December 31, 2021 be accepted. Motion carried all present voting yes.

The Chairman appointed Joe Short and Sheridan Rhoads to the Northern Economic Alliance to fill the (2) 2-year term(s) set to expire December 31, 2020.

It was moved by Marcus, seconded by Smith that the Chairman's appointments of Joe Short and Sheridan Rhoads to the Northern Economic Alliance to fill the (2) 2-year term(s) set to expire December 31, 2020. Motion as follows: Yes – Heeres, Zelenak, Boettcher, Smith, Ricksgers, LaVanway, Helwig, Marcus; No – Bargy; Absent – None.

The Chairman appointed William Bailey, Rick Teague, and Bruce Priemer to the Planning Commission to fill the (3) 3-years term(s) set to expire December 31, 2021 and that the recent position vacated by the passing of Mike Hayes be filled by Gary Lockwood to expire December 31, 2019.

It was moved by Zelenak, seconded by Ricksgers that the Chairman's appointments of William Bailey, Rick Teague, and Bruce Priemer to the Planning Commission to fill the (3) 3-year term(s) set to expire December 31, 2021 and that the position of the late Mike Hayes be filled by Gary Lockwood for the remainder of the term set to expire December 31, 2019 be accepted. Motion carried all present voting yes.

The Chairman appointed Dieter Amos to the Antrim County Road Commission to fill the 6-year term set to expire December 31, 2024.

It was moved by Heeres, seconded by Smith that the Chairman's appointment of Dieter Amos to the Antrim County Road Commission to fill the 6-year term set to expire December 31, 2024 be accepted. Motion carried all present voting yes.

The Chairman **TABLED** the appointments to the Solid Waste & Recycling Council pending Board action on the proposed Bylaw Changes of the Solid Waste & Recycling Council.

The Chairman appointed Thomas Sandeen to the Veteran's Affairs Committee to fill the 4-year term set to expire December 31, 2022.

It was moved by Heeres, seconded by Smith that the Chairman's appointment of Thomas Sandeen to the Veteran's Affairs Committee to fill the 4-year term set to expire December 31, 2022 be accepted. Motion carried all present voting yes.

It was moved by Smith, seconded by Zelenak that the Board approve an amendment to the Antrim County Solid Waste and Recycling Council's Procedures for Conducting Council Activity, specifically Article IV Membership and Representation to reduce membership from 9 members to 7 members, and Article V Meeting Section 4. Motion carried as follows: Yes – Heeres, Zelenak, Boettcher, Smith, Ricksgers, Helwig, Marcus; No – Bargy, LaVanway; Absent – None.



The Chairman picked up Tabled action to make appoints of Kathleen Peterson, Joel Fredette, and Melissa Zelenak to the Solid Waste & Recycling Counsel to fill the (3) 3-year terms(s) set to expire December 31, 2021. Motion carried as follows: Yes – Heeres, Bargy, Boettcher, Smith, Ricksgers, LaVanway, Helwig, Marcus; No – None; Abstained – Zelenak; Absent – None.

Liaison and Special Committee Reports as follows:

Commissioner Marcus – Report Michigan Association of Counties (MAC)  
Commissioner Bargy – Report – NW MI Health Department  
Commissioner Heeres – Economic Development Corporation  
Commissioner Ricksgers – Antrim County Fair Board

It was moved by Heeres, seconded by Smith that the recommendation from the Antrim County Economic Development Corporation to create a Facilities Master Plan, composing at minimum of one appointed official from each village and township be postponed to the regular meeting in January 2019. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Smith, Ricksgers, LaVanway, Helwig, Marcus; No – Boettcher; Absent – None.

### **Consent Agenda**

It was moved by Bargy, seconded by Zelenak that the Claims and Accounts in the amount of \$386,785.71 be approved and paid. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, Ricksgers, LaVanway, Helwig, Marcus; No – None; Absent – None.

It was moved by Bargy, seconded by Zelenak that the Finance Director be authorized to increase the budget in the General Fund, Resource Recovery Department, contractual services in the amount of \$3,067.26 (101-719-802), funding for this expenditure to come from the General Fund Ending Fund Balance. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, Ricksgers, LaVanway, Helwig, Marcus; No – None; Absent – None.

It was moved by Bargy, seconded by Zelenak that the Finance Director be authorized to budget and transfer from the General Fund #101-967-999.258 to #258-000-699.101, \$14,101.25 and the same amount to the Expenditure Fund #258-426-802 of \$14,101.25, with funding to come from the General Fund Ending Fund Balance, contingent on the creation of Fund #258 – Disaster Contingency Fund. Motion carried as follows: Yes- Heeres, Zelenak, Bargy, Boettcher, Smith, Ricksgers, LaVanway, Helwig, Marcus; No – None; Absent – None.

It was moved by Bargy, seconded by Zelenak that the Finance Director be authorized to budget and transfer from the General Fund #101-967-999.260 to Fund #260-000-699.101, \$14,539.40 and the same amount to the Expenditure Fund #260-131-802 of \$14,539.40. Funding to come from the General Fund Ending Fund Balance, contingent on the creation of Fund #260- Indigent Defense Fund. If and when the Indigent Defense Fund contract is approved, the General Fund shall be reimbursed the \$14,539.40. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, Ricksgers, LaVanway, Helwig, Marcus; No – None; Absent – None.



It was moved by Bargy, seconded by Zelenak that the Chief Administrative Officer be authorized to, after consultation with the Finance Chairman (or the Board Chairman in the absence of the Finance Chairman) and the County Administrator, make any necessary amendments to avoid negative department expenditure balances and negative fund balances in the General and Other Funds at year end and present the results at the next Finance Committee meeting. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, Ricksgers, LaVanway, Helwig, Marcus; No – None; Absent – None.

It was moved by Bargy, seconded by Zelenak that the Finance Director be authorized to sign the Engagement letter from Thomas R. Zick COA PC for consulting with Chart of Account Conversion and other accounting assistance deemed necessary from January 1, 2019 through December 31, 2019. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, Ricksgers, LaVanway, Helwig, Marcus; No – None; Absent – None.

It was moved by Bargy, seconded by Zelenak to approve the moving of the Grass River Center gutter project from 2018 to 2019 and authorize the Finance Director to make the appropriate budget amendments to Fund #468 to allow for the completion of the Grass River Center gutter project in the 2019 budget year in the total amount of \$4,581.28. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, Ricksgers, LaVanway, Helwig, Marcus; No – None; Absent – None.

It was moved by Bargy, seconded by Zelenak that the Finance Director be authorized to create Fund #258 – Disaster Contingency Fund. Motion carried as follows: Yes - Heeres, Zelenak, Bargy, Boettcher, Smith, Ricksgers, LaVanway, Helwig, Marcus; No – None; Absent – None.

It was moved by Bargy, seconded by Zelenak that the Finance Director be authorized to create Fund #260 – Indigent Defense Fund. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, Ricksgers, LaVanway, Helwig, Marcus; No – None; Absent – None.

It was moved by Bargy, seconded by Smith that the Board extends the contract for services at the Antrim County Airport with Gaylord ARFF, Inc. for a period of 90 calendar days. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, Boettcher, Helwig, Marcus; No – Ricksgers, LaVanway; Absent – None.

It was moved by Zelenak, seconded by Bargy that the Sheriff Mobile Computer Terminals (MCTs) Project be **TABLED** to the January 10, 2019 Board meeting to allow time to receive additional vendor quotes. Motion carried as follows: Yes – Heeres, Zelenak, Bargy, Boettcher, Smith, Ricksgers, LaVanway, Helwig, Marcus; No – None; Absent – None.

Mr. Rossiter addressed the Board to present proposals for wage and salary increases for both Elected Officials and the Prosecuting Attorney's Unrepresented Employees. He asked the Board to indicate their willingness or not to have negotiations with these groups.



It was moved by Smith, seconded by Zelenak to **TABLE** Mr. Rossiter's request for the Board to indicate their willingness or not to have negotiations with the Elected Officials and the Prosecuting Attorney's Unrepresented Employees to be addressed after the Board has reconvened from closed session. Motion carried as follows: Yes – Heeres, Zelenak, Bargo, Boettcher, Smith, Ricksgers, LaVanway, Helwig, Marcus; No – None; Absent – None.

It was moved by Zelenak, seconded by Helwig that the Board go into closed session to discuss the collective bargaining agreements with the Sheriff Departments Bargaining Units POAM Deputies/Dispatchers and Corrections/Cooks/Clerical; General/Probate/Sheriff and Prosecuting Attorney Unrepresented Staff; All unrepresented part-time and seasonal employees (COA, Veterans, Maintenance, ACT, Parks, Cooks, Zero Tolerance, Civil Process Servers, Court Officers, County Security, Marine and Snowmobile employees) and Elected Officials and that the County Administrator, Peter Garwood, County Clerk, Sheryl Guy and Human Services Director, Stephanie Murray remain in Closed Session. Motion carried as follows: Yes – Heeres, Zelenak, Bargo, Boettcher, Smith, Ricksgers, LaVanway, Helwig, Marcus; No – None; Absent – None.

Closed session began at 11:42 a.m.

Returned to open session at 12:25 p.m.

It was moved by Zelenak, seconded by Helwig to re-convene to the regular Board meeting at 12:30 a.m. Motion carried as follows: Yes – Heeres, Zelenak, Bargo, Boettcher, Smith, Ricksgers, LaVanway, Helwig, Marcus; No – None; Absent – None.

Harold "Buck" Love of Northern Lakes Economic Alliance Broadband Consortium (NLEABC) presented a presentation to the Board on the Regional Consortium and encouraged the County to support and join consortium.

Commissioner Boettcher left the meeting at 1:01 p.m. returned at 1:03 p.m.

It was moved by Smith, seconded by Helwig that the Board approve the Grant between the State of Michigan Indigent Defense Commission (MIDC) Department of Licensing and Regulatory Affairs (LARA) and Antrim County. Motion carried as follows: Yes – Heeres, Zelenak, Bargo, Boettcher, Smith, Ricksgers, LaVanway, Helwig, Marcus; No – None; Absent – None.

County Administrator, Peter Garwood presented his monthly report.

It was moved by Bargo, seconded by Zelenak that the Board approve to engage with Byce and Associates to create proposal of the Village and Community Group Option WW which will be the County Option I, to include construction cost pending the results of the Geotechnical Study findings and that Option I not to exceed \$4,000.00. Motion carried as follows: Yes – Heeres, Zelenak, Bargo, Boettcher, Smith, Helwig, Marcus; No – Ricksgers, LaVanway; Absent – None.



**RESOLUTION #32-2018 By Karen Bargy, seconded by Bryan Smith**

***Resolution of Appreciation to Melissa Zelenak***

**WHEREAS, Melissa Zelenak** was elected to the Antrim County Board of Commissioners serving from January 1, 2017 through December 31, 2018; and

**WHEREAS,** during her term **Melissa Zelenak** served as a member of the Health and Public Safety Committee, and as a member of the Finance Committee of the Whole; and

**WHEREAS, Melissa Zelenak** served as a member of the Human Resources *ad hoc* Committee;

**WHEREAS, Melissa Zelenak** represented the Board of Commissioners as vice-chair of the Solid Waste and Recycling Council; and

**WHEREAS, Melissa Zelenak** served as a liaison to the Antrim County Human Services Governing Board, and as a liaison to the Health Department of Northwest Michigan; and

**WHEREAS, Melissa Zelenak** always served as a key member during her service on the Board with honesty and a thoughtful consideration to each issue; and

**WHEREAS,** all of us at Antrim County have come to appreciate **Melissa Zelenak** for her integrity and loyalty to Antrim County.

**NOW, THEREFORE, BE IT RESOLVED,** that the Antrim County Board of Commissioners on behalf of the citizens and employees of Antrim County, expresses sincere appreciation to **MELISSA ZELENAC** for outstanding, dedicated service to the citizens of Antrim County.

**PASSED AND ADOPTED,** this thirteenth day of December, two thousand and eighteen, by unanimous vote of the Antrim County Board of Commissioners.

**RESOLUTION #32-2018 DECLARED ADOPTED.**



**RESOLUTION #33-2018 By Melissa Zelenak, seconded Karen Bargy**

***Resolution of Appreciation to Bryan Smith***

**WHEREAS, Bryan Smith** was elected to the Antrim County Board of Commissioners serving from January 1, 2015 through December 31, 2018; and

**WHEREAS,** during his term **Bryan Smith** served as the Chairman of the Buildings, Lands, and Infrastructure Committee, as a member of the Administration and County Services Committee, and as a member of the Finance Committee of the Whole; and

**WHEREAS, Bryan Smith** served as a member of the Housing Committee;

**WHEREAS, Bryan Smith** represented the Board of Commissioners as a member of the Community Collaborative Board, as a member of the Glacial Hills Joint Recreation Board, and as a member of the Petoskey Stone Festival Board; and

**WHEREAS, Bryan Smith** served as a liaison to the Antrim Conservation District Board; and

**WHEREAS, Bryan Smith** always served as a key member during his service on the Board with honesty and a thoughtful consideration to each issue; and

**WHEREAS,** all of us at Antrim County have come to appreciate **Bryan Smith** for his integrity and loyalty to Antrim County.

**NOW, THEREFORE, BE IT RESOLVED,** that the Antrim County Board of Commissioners on behalf of the citizens and employees of Antrim County, expresses sincere appreciation to **BRYAN SMITH** for outstanding, dedicated service to the citizens of Antrim County.

**PASSED AND ADOPTED,** this thirteenth day of December, two thousand and eighteen, by unanimous vote of the Antrim County Board of Commissioners.

**RESOLUTION #33-2018 DECLARED ADOPTED.**

**RESOLUTION #34-2018 By Bryan Smith, seconded by Jason Helwig**

***Resolution of Appreciation to Scott Kruger***

**WHEREAS, Scott Kruger** was elected to the Antrim County Board of Commissioners serving from January 1, 2017 through October 11, 2018; and

**WHEREAS,** during his term **Scott Kruger** served as a member of the Buildings, Lands, and Infrastructure Committee, and as a member of the Finance Committee of the Whole; and

**WHEREAS, Scott Kruger** served as a member of the Capital Improvement Committee; and

**WHEREAS, Scott Kruger** served as a member of the Housing Committee; and



**RESOLUTION #34-2018 Continued.**

**WHEREAS, Scott Kruger** served as chairman of the Human Resources *ad hoc Committee*; and

**WHEREAS, Scott Kruger** served as a liaison to the North Country Community Mental Health Board; and

**WHEREAS, Scott Kruger** always served as a key member during his service on the Board with honesty and a thoughtful consideration to each issue; and

**WHEREAS,** all of us at Antrim County have come to appreciate **Scott Kruger** for his integrity and loyalty to Antrim County.

**NOW, THEREFORE, BE IT RESOLVED,** that the Antrim County Board of Commissioners on behalf of the citizens and employees of Antrim County, expresses sincere appreciation to **SCOTT KRUGER** for outstanding, dedicated service to the citizens of Antrim County.

**PASSED AND ADOPTED,** this thirteenth day of December, two thousand and eighteen, by unanimous vote of the Antrim County Board of Commissioners.

**RESOLUTION #34-2018 DECLARED ADOPTED.**

Commissioner Zelenak addressed the Board with concerns of availability and timing of Committee Meeting Minutes, Meeting Postings and Notices. Discussion followed.

It was moved by Zelenak, seconded Bargo that the Michigan Compiled Laws through PA 357 per COUNTY BOARD OF COMMISSIONERS (EXCERPT) Act 156 of 1851 Chapter 46 Section 4 County Clerk; duties as clerk of board of supervisors, and therefore officially records the minutes of the Antrim County Board of Commissioners meetings and their respective committees formed solely of commissioners, including the Health and Public Safety Committee minutes, the Administration and County Services Committee minutes, the Buildings, Lands and Infrastructure Committee minutes and the Finance Ways and Means Committee (Committee of the Whole) minutes upon the review of legal counsel and opinion. Motion as follows: Yes – Heeres, Zelenak, Bargo, Boettcher, Smith, LaVanway, Helwig, Marcus; No – Ricksgers; Absent – None.

It was moved by Ricksgers, seconded by Heeres that the Board go into closed session to discuss the collective bargaining agreements with the Sheriff Departments Bargaining Units POAM Deputies/ Dispatchers and Corrections/Cooks/Clerical ; and that the County Administrator, Peter Garwood, County Clerk, Sheryl Guy, Human Services Director, Stephanie Murray and Sheriff, Dan Bean remain in Closed Session. Motion carried as follows: Yes – Heeres, Zelenak, Bargo, Boettcher, Smith, Ricksgers, LaVanway, Helwig, Marcus; No – None; Absent – None.

The Board retired to Closed Session at 2:42 p.m.

The Board returned to Open Session at 3:44 p.m.



Commissioner Heeres left the meeting at 3:45 p.m.

It was moved by Smith, seconded by Zelenak that the Board approve a 2.9% increase in wage and salary for the 2019 calendar year for the General/Probate/Sheriff , Prosecuting Attorney staff, Finance Director, and County Administrator and staff that are Unrepresented; Staff; All unrepresented part-time and seasonal employees (COA, Veterans, Maintenance, ACT, Parks, Cooks, Zero Tolerance, Civil Process Servers, Court Officers, Court Security, Marine and Snowmobile employees) and Elected Officials, Administrator, and that the Finance Director be authorized to make all budget amendments to General Fund and Other Funds associated with listed employees and the Funding source be the 2019 General Fund, Contingencies (101-895-999.000). Motion carried as follows: Yes- Zelenak, Bargo, Boettcher, Smith, Ricksgers, LaVanway, Helwig; No – Marcus; Absent – Heeres.

It was moved by Ricksgers, seconded by Zelenak to approve that the Human Resources Director continue to terms through the mediator discussed in closed session with the POAM – Deputies/ Dispatchers Bargaining Unit in the Sheriff Office. Motion carried as follows: Yes- Zelenak, Bargo, Boettcher, Smith, Ricksgers, LaVanway, Helwig; No – Marcus; Absent – Heeres.

The Chairman requested Public Comment: Jim Rossiter addressed the Board on their lack of negotiating. Commissioner Zelenak addressed the Board on her appreciation to members and experiences as Board member. It was a consensus of all Board members that they appreciated all the hard work, dedication and accomplishments of Commissioner Zelenak, Commissioner Smith and Commissioners Kruger during their term in office.

The meeting adjourned at 3:55 p.m.

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Chairman, Edgar Boettcher, III

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County Clerk, Sheryl Guy