

Antrim County Capital Improvement Committee

Minutes
July 9, 2020

Members: Karen Bargy, David Vitale, Terry VanAlstine, Bradley Rizzo, Peter Garwood, Christian Marcus, Rick Teague, Valerie Craft

Members absent: Bill Bailey

Others: Margie Boyd, Ed Boettcher

1. The meeting was called to order at 9:00 a.m. by Karen Bargy

2. Public Comment

None.

3. Review of Minutes from July 22, 2019

Pete Garwood nominated Karen Bargy as chair.

Motion by Garwood, seconded by Marcus to cast a ballot for Karen Bargy as chair of the Capital Improvement Plan Committee.

Motion carried.

The Committee reviewed the minutes from July 22, 2019. Rick Teague noted he was not listed as present. Mr. Garwood indicated he had several corrections which he emailed to the committee prior to the meeting. Those corrections were reviewed.

Motion by VanAlstine, seconded by Bargy, to approve the minutes of July 22, 2019 as amended.

Roll call:

Yes – Vitale, VanAlstine, Rizzo, Marcus, Bargy, Craft, Garwood

No – None

Absent – Bailey

Teague was not present for the vote due to technical difficulties.

4. 2020-2025 Projects Review

Commissioner Bargy reviewed the CIP process with the committee.

Mr. VanAlstine said he would recommend postponing 2021 capital project expenditures until 2021 state budget is set, moving approved projects to 2022. Mr. Marcus pointed out some projects have a timeline that requires them to be completed in 2021. Ms. Bargy noted while financial conditions may be uncertain, it was still necessary to have to plan for potential 2021 expenditures and rely on the Board to approve those expenditures once the budget has been adopted. She also indicated the committee should not expect funding from the delinquent tax fund to help fund projects.

Ms. Bargy said Barnes Park Road is scheduled to be paved in 2020. She suggested there may be potential to save money if partnering with the township to pave the Barnes Park interior road. Admin staff will contact the township and road commission to see if possible.

Ms. Bargy noted projects delayed due to the Facilities Master Plan are all being discussed at the Board level with the exception of the roof of the Grove Street Annex. Mr. Vitale indicated the roof is currently not leaking, but has been repeatedly patched over the last several years. He said it was a matter of time before the roof would need to be replaced.

The committee discussed potential changes to the jail. Ms. Bargy said she felt this was a discussion that is best had with the entire Board. She asked the committee for input on projects with a future needs or delayed status and whether there may be a need for more immediate action. Mr. VanAlstine recommended the Grove Street Annex roof replacement be placed in the 2021 CIP. Mr. Vitale said he will bring a company out to evaluate the current status of the roof, but said it is his opinion it should be replaced. Mr. Teague agreed and noted the project should be done sooner rather than later to avoid an increase in cost of materials.

It was the consensus of the committee to have roof of the Grove Street Annex evaluated, to have the Maintenance Director provide quotes on repairs versus full replacement before determining how to proceed. Mr. Vitale was asked to have that information for the next meeting.

Mr. Garwood indicated the current set up of the Board room does not allow for flexibility. The existing table makes social distancing difficult for meetings and suggested the project could be done piecemeal to save on cost. Mr. Rizzo noted chairs could be moved more easily no matter the status of the Facilities Master Plan. The Admin Office was directed to obtain quotes to replace chairs only for the next meeting.

Mr. Vitale said the parking lots are becoming a safety issue that patching cannot continue to help. Mr. Teague said while patching is temporary, he finds he cannot justify resurfacing given possibility of moving facilities. Mr. VanAlstine suggested contacting the Antrim County Road Commission to determine whether there are more economical ways to repair or replace parking lot. Mr. Vitale was directed to research heat treating costs vs. repair/replacement costs for the next meeting.

5. 2021-2026 CIP Projects

New Projects

Mr. Rizzo indicated there was a possibility the Courthouse Access Control Project and the purchase of a communications trailer for Emergency Services could be funded as COVID19 expenses, but would need to be pulled into 2020 to be considered qualifying expenses. He will have more information on how COVID funding should be spent at the next meeting.

Mr. Boettcher said the 911 Board talked about the trailer at their most recent meeting. He said the state of the trailer makes it more of a necessity than previously thought.

Mr. Boettcher said, even though it had previously been determined 911 projects would not go through the CIP, he prompted 911 Board to give information on the 800 mHz project to the CIP committee to avoid surprises during budget season. Mr. Rizzo said he will look into allowable expenses for the 911 millage and whether it can be used for law enforcement radios.

Updated Projects

Mr. Garwood indicated the Orthophotography project needs to be moved to the 2021 project list. He said the State of Michigan will be updating their photos in 2021 and a partnership with the State saves the County money. Mr. VanAlstine would like to see if the Antrim County Road Commission can help cover the cost of the project since it would also benefit them. The Admin Office was directed to look into cost sharing with GIS, 911, and the Road Commission and bring information to the next meeting.

It was the consensus of the committee to move the Orthophotography Project to the 2021 CIP from 2022.

Ms. Bargy informed the committee the Parks & Recreation Plan is currently undergoing an update. Mr. VanAlstine indicated Grass River natural Area has identified the DNR Natural Resource Trust Fund Grant as possible resource for partial funding for the boardwalk project. He said they will likely be asking the Board for matching funds over the course of the next 3-4 years. Ms. Bargy said she is not comfortable allocating funding in light of COVID19 and suggested holding off until there was a better idea of how much funding would be needed.

It was the consensus of the committee to leave the Grass River Natural Area Boardwalk Project as a future needs project.

Admin staff was directed to schedule GRNA Executive Director Jenn Wright for a short presentation at next meeting regarding the status of the boardwalk.

ER Stairs:

Mr. VanAlstine would like funding for the Elk Rapids Day Park Stairway Project to come from the Forestry Fund and move forward with the project in 2021. Admin staff was directed to obtain more information and updated costs for the project. Mr. Garwood will ask Jenn Wright for Americorps contact.

It was the consensus of the committee to include the Elk Rapids Day Park Stairway Project as a 2021 project with the Forestry Fund to be considered as the funding source

6. Various Matters

None

7. Public/Member Comment

None

The next meeting is scheduled for July 30 at 10:00 a.m. and will be held virtually.

Meeting adjourned at 11:18.