

# Antrim County Capital Improvement Committee

**Minutes  
July 30, 2020**

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

Members absent:

Others: Jenn Wright, Margie Boyd, Jeremy Scott, 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 09, 2020**

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

**Roll call:**

**Yes – Vitale, VanAlstine, Rizzo, Marcus, Bargy, Craft, Garwood, Teague, Bailey**

**No – None**

**Motion Carries - Unanimous**

**4. Grass River Natural Area**

Jenn Wright, Executive Director of Grass River Natural Area, presented a brief history, update, and timeline on the next phase of the Boardwalk Project (see attached).

Ms. Wright said the boardwalk is approximately forty (40) years old. She indicated there are some sections which are in disrepair, some are not Americans with Disabilities Act (ADA) accessible, and other sections in need of a total rebuild. Proof of concept from 2018 are ADA compliant, adjustable, and durable.

Phase I of the project was completed in 2018. For the remaining boardwalk repair, the project is expected to be labor intensive as it is located in remote wetlands. Accessibility for materials and special equipment will be difficult.

The dock access section will be a priority for GRNA when applying for funding through the Natural Resources Trust Fund Grant. To be eligible for this grant, projects must be ADA accessible. Additionally, being part of the Paddle Antrim watertrail will help obtain funding as that shows a willingness on the part of the applicant to partner with other organizations. Ms. Wright indicated she will be requesting the maximum amount the grant awards, which is \$300,000. The grant does require a 25% match from the applying entity, though that entire amount does not necessarily need to come from the County.

COVID is effecting the construction timeline. Gosling Czubek will have more solid numbers for the project once the design is complete. Construction is tentatively set to begin in 2022.

Ms. Wright said she is anticipating asking for specific funding in 2021 from Antrim County for the 2022 fiscal year; depending on funding raised through private donations and fundraising, the expected request will likely be between \$500,000 - \$800,000. The required 25% match for should be on hand by October of 2021. Match doesn't have to be entirely from the County, but can be supplemented by private donations and fundraising. Ms. Wright noted it would show good faith on behalf of the County to put in 1/3 to 1/2 of the cost of the project.

## **5. 2021-2026 CIP Projects**

### Grass River Natural Area

It was the consensus of the committee to place the Grass River Natural Area Boardwalk Project on the CIP plan, with \$75,000 being allocated in 2021 and \$100,000 annually through 2024.

### Grove Street Roof, Parking Lot

The committee discussed information received regarding the repair versus replacement of the Grove Street Annex roof (see attached). Dave Vitale indicated repairs to the roof could get through next year. He recommended pulling the project out of CIP and requesting costs to repair through the normal budget cycle. The committee agreed.

It was the consensus of the committee to add the Grove Street Annex roof replacement to Delayed Projects in the CIP.

### Parking Lot

Mr. Vitale indicated he was unable to obtain a quote for cost of replacement. Mr. Garwood said he does not expect the Facilities Master Plan project to happen anytime soon. He suggested re-doing the parking lot would not be money wasted. Mr. Vitale was directed to get a quote to resurface and to replace before the project can be considered at the next meeting.

### Courthouse Security

Mr. Rizzo indicated there is a possibility the Courthouse Security and Emergency Operations Trailer projects can be funded using CARES Act monies.

It was the consensus of the committee to include the Courthouse Security – Access Controls as a 2021 CIP project at a projected cost of \$16,450.

### Emergency Operations Trailer

It was the consensus of the committee to include the replacement of the Emergency Operations Trailer as a 2021 CIP project at a projected cost of \$46,450.

### 911 Radios

It was the consensus of the committee to include law enforcement radios in 2021 CIP at a projected cost of \$120,000 to be paid out of Fund 262.

### BOC Chairs

Mr. Garwood noted the current chairs in the Board room have been there since 2001. Quotes included with the agenda packet show purchases would be under CIP threshold. He also said the current Board table lacks functionality because it is immovable.

It was the consensus of the committee to pull chair purchase out of CIP and to be considered for budget cycle in 2021 under \$9,999.

It was the consensus of the committee to include replacement of the Board table in 2022 CIP at a projected cost of \$12,000.

### Orthophotography

It was the consensus of the committee to include the Orthophotography project in the 2021 CIP at a projected cost of \$49,000.

### ER Day Park Stairs

The Deputy Administrator, Jeremy Scott, met with contractors two days prior to the meeting. An estimated figure for the project was not available for this meeting. He indicated he expected to have more solid figures by the next meeting.

## **6. Various Matters**

### Barnes Park Pedestals

A new project was submitted for consideration by the Barnes Park Manager for inclusion in the 2021 CIP (see attached). Mr. Rizzo noted the cost to replace thirty-eight (38) pedestals in 2017 was \$61,990. The Admin office will bring clarification on this quote to the next CIP meeting before considering this project.

## **7. Public/Member Comment**

None.

The next meeting is scheduled for 9:00 on August 7, 2020.

*Meeting adjourned at 11:53 a.m.*

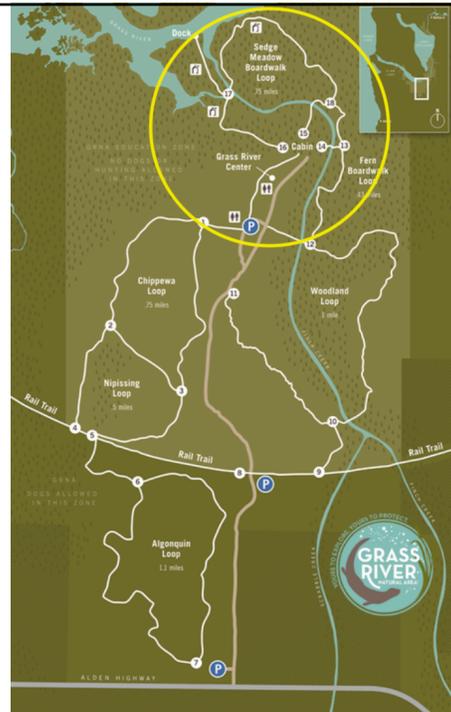


## Grass River Natural Area Boardwalk Reconstruction Phase II

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### GRNA Boardwalk System Overview:

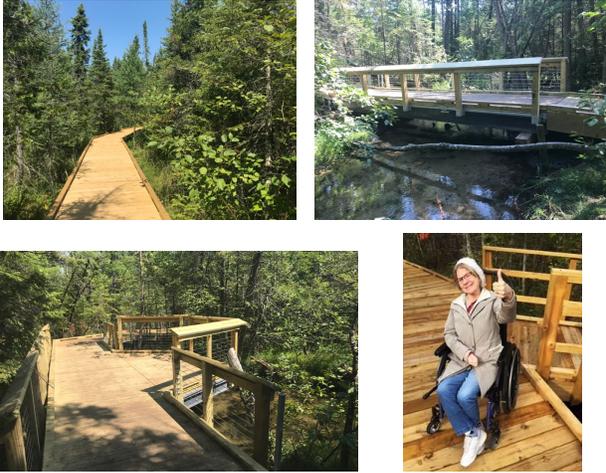
- Total of 1.12 mi of boardwalk
- Construction began in the early 1980s
- Allows visitors to access a unique ecosystem while also providing access to Grass River.
- The boardwalk is the main point of interest when people come to GRNA
- Over the years many repairs have been made, but overall deferred maintenance has caused it to become unsafe and hard to traverse in some conditions.
- Not ADA accessible



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## Tamarack Loop:

- .24 mi of boardwalk completed in 2018
- Used Wickcraft Panels systems on metal frames
- 2 clear-span bridges (helicals and fiberglass beams)
- Includes portion of the Perception Pathway



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## Sedge-Meadow Trail:

- .50 mile of boardwalk
- Access to the farthest northerly sections is going to be difficult and may require water access
- Much of this trail is in very wet habitat
- Will require spuds and possibly helicals as opposed to the plates used on Tamarack for some sections.

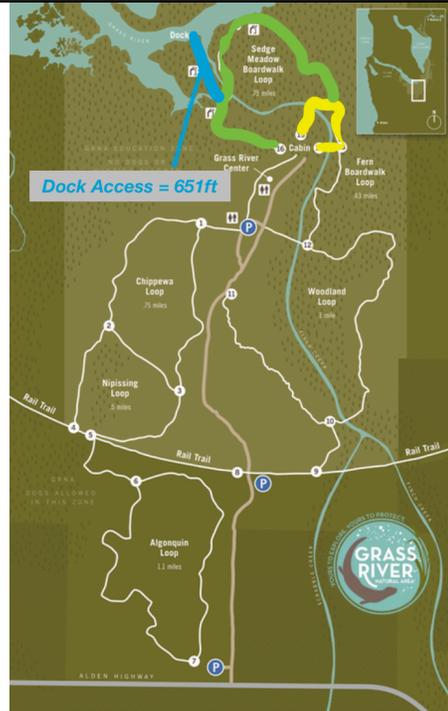


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## Dock Access:



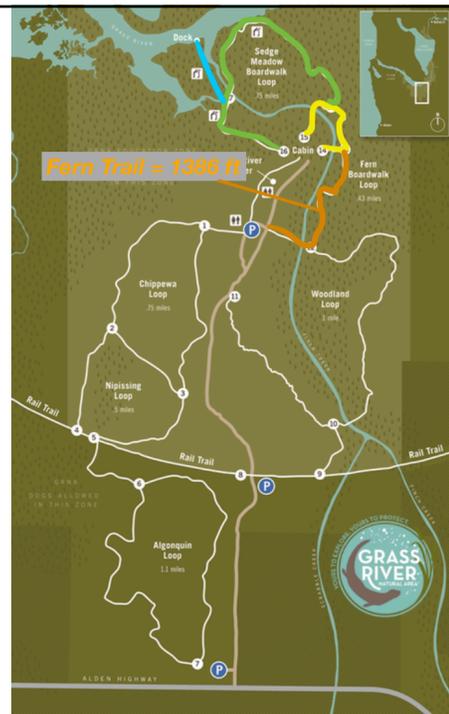
- .12 mi of boardwalk
- In constant need of repair
- Includes an observation platform as well as the dock at Grass River
- This will be our priority for the MI Trust Fund Grant as we can also tie it into the Paddle Antrim Water Trail.  
\*this may mean that we need to extend to include some of the Sedge Meadow so it is accessible from the GR Center



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## Fern Trail:

- .26 mi of boardwalk in dense cover
- Not as much repair needed on this section but it gets VERY slippery due to excessive amounts of algae and fungus on the surface.
- Contains a significant section of the Perception Pathway
- Discussion about not elevating this in an effort to maintain the feel of the trail.



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## Current Cost Estimates

*Note: These are NOT final*

- Tamarack Loop = \$410,000 (completed in 2018)
  - \$100,000 of this was from Antrim County
  - Remainder was from private donors & foundations
- Sedge Meadow = \$1,357,526
- Dock Access = \$317,508
- Fern Trail = \$458,839

Estimated Total Project Cost = \$2,543,873

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## Tentative Project Timeline

### Fall 2019:

- Architects Gosling Czubak presented to the GRNA Board of Directors

### Spring-Summer 2020:

- GRNA Board of Directors approved a Boardwalk System Design Phase 2
- Design and final cost estimates will be done in September 2020 with the plan to present to the GRNA Board in November 2020. The final product will include renderings and materials to be used in fundraising for the project.

### Fall 2020 – Fall 2021:

- GRNA staff will finalize the Case Statement for the project, develop the fundraising materials, and begin the quiet phase of the campaign.
- MI Trust Fund grant (\$300K) will be submitted in April 2021 (pending a completed Parks and Rec Plan). Announcements for this will happen in December 2021.
- Funding will also be considered from private donors and foundations.

### Fall-Winter 2021:

- If we are at our intended goals by fall of 2021 we will go live to the public to complete the campaign.

### Spring 2022:

- Goal to complete the campaign in Spring of 2022 and begin construction immediately.

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**From:** [Vitale, David](#)  
**To:** [Garwood, Peter](#); [Boyd, Margie](#); [Craft, Valerie](#); [VanAlstine, Terry](#); [Rizzo, Bradley](#); [William Bailey](#); [Boettcher, Ed](#)  
**Subject:** Fwd: Springfield - Antrim County Annex Roof  
**Date:** Wednesday, July 29, 2020 4:48:52 PM  
**Attachments:** [ATT00001.htm](#)  
[ATT00002.htm](#)  
[13033 Antrim County Annex Building Re-Roof Project.pdf](#)  
[ATT00003.htm](#)

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Sent from my iPhone

Begin forwarded message:

**From:** Nick Jacqumain <[nick@springfieldsmart.com](mailto:nick@springfieldsmart.com)>  
**Date:** July 29, 2020 at 4:29:12 PM EDT  
**To:** "'Dave Vitale ([vitaled@antrimcounty.org](mailto:vitaled@antrimcounty.org))'" <[vitaled@antrimcounty.org](mailto:vitaled@antrimcounty.org)>  
**Cc:** Josh Walton <[Josh@springfieldsmart.com](mailto:Josh@springfieldsmart.com)>, Pamela Bender  
<[pam@springfieldsmart.com](mailto:pam@springfieldsmart.com)>  
**Subject:** Springfield - Antrim County Annex Roof

Dave,

Please see our attached proposal for re-roof or repair at the Annex building. The existing roof was installed in 2001 with a 15 year warranty. To answer your question regarding how long the roof has left, we think it could last another year with preventative maintenance if replacement is not in the budget for this year.

If you have any other questions about the roof, please contact us at your convenience. Thank you Dave.

*Nick Jacqumain*  
CEO

<!--[if !vml]-->

**SPRINGFIELD**

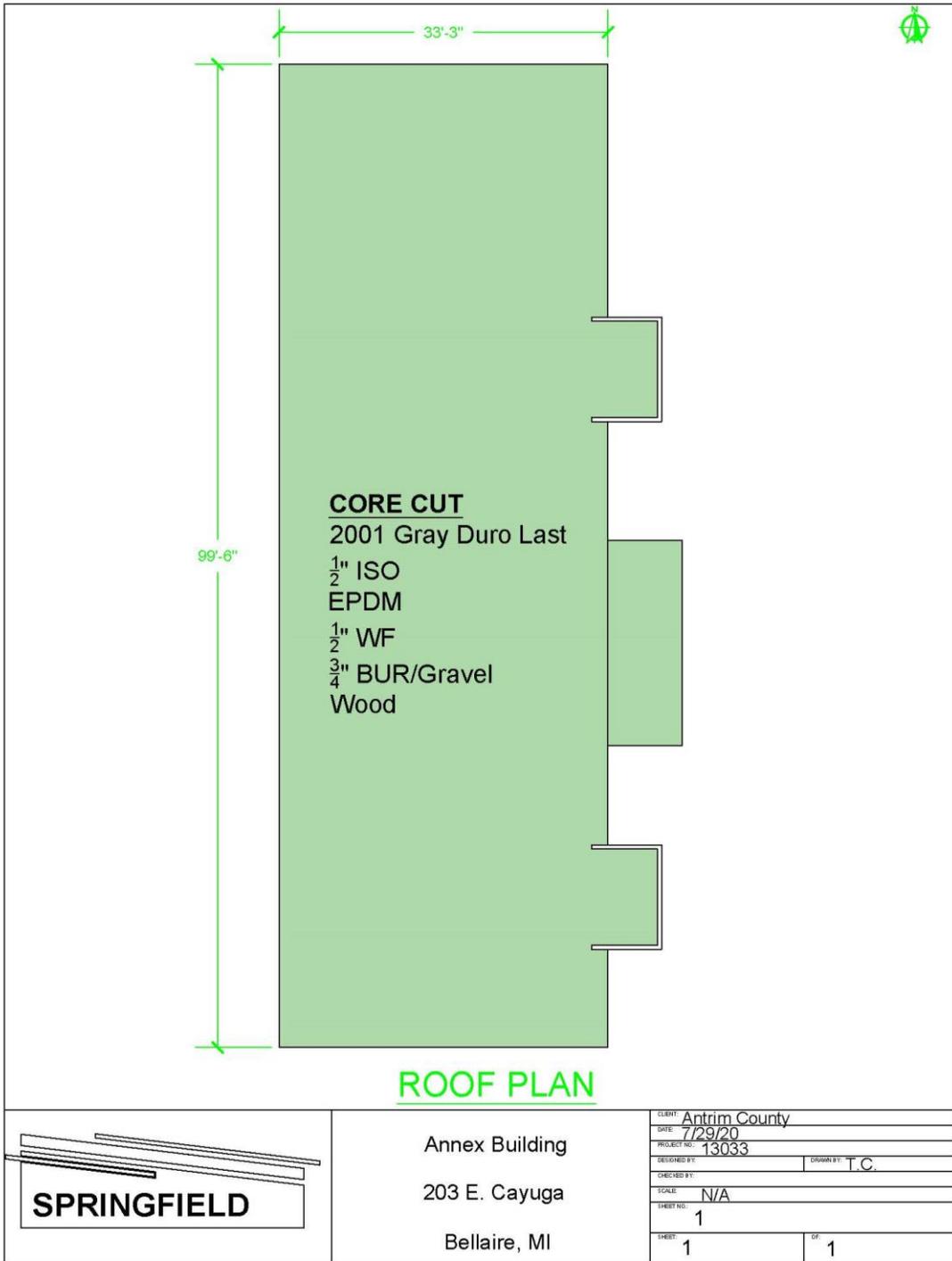
COMMERCIAL ROOFING  
FALL PROTECTION  
MECHANICAL INSULATION

**BID PROPOSAL**

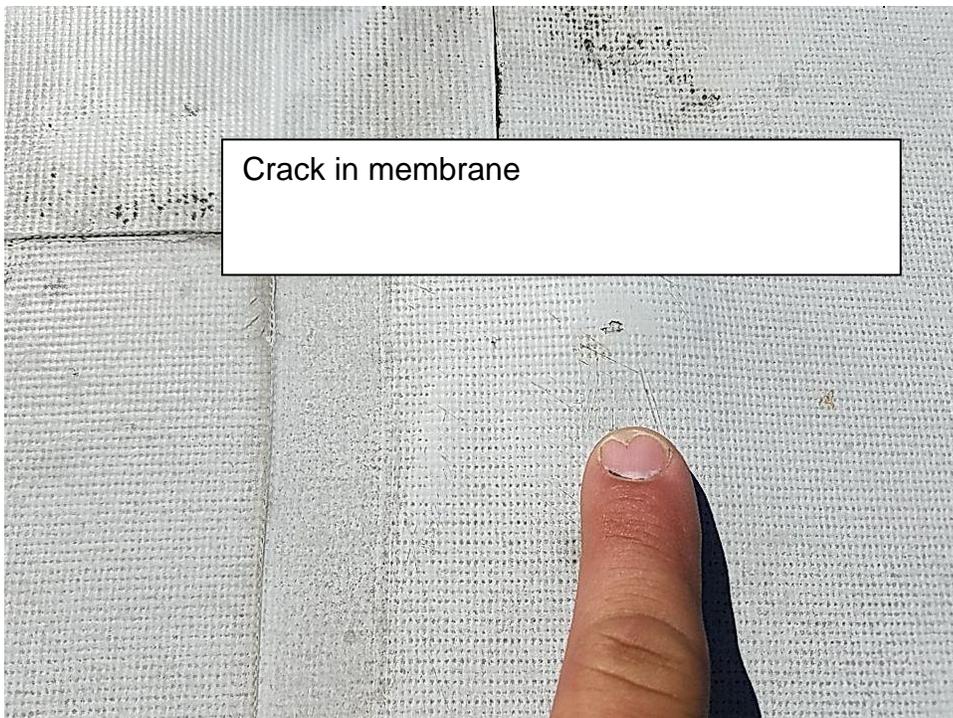
**Antrim County  
Annex Building Re-Roof Project  
203 Cayuga St.  
Bellaire, MI 49615  
[Project #13033]**

July 29, 2020

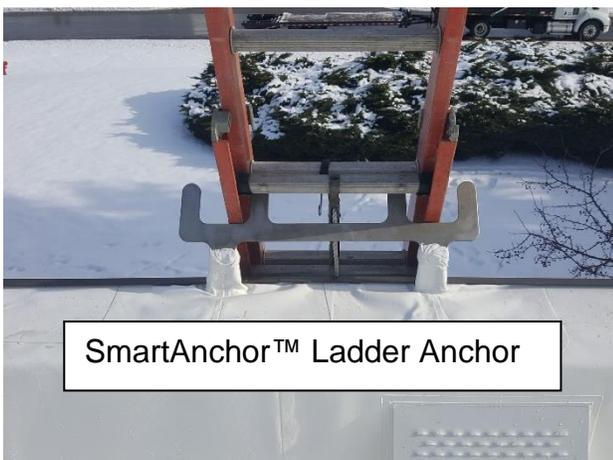




Springfield, Inc. | **Problem [Overall - Pictures]**



Springfield, Inc. | **Solution [Overall - Pictures]**



## Springfield, Inc. | Re-Roof Proposal Description

Our recommendation is to install a Springfield SmartRoof™ System which includes the following labor and materials performed by our Springfield Team.

### This includes:

- **Prepare building for re-roofing** by removing and disposing of the PVC, ½" ISO, EPDM, wood fiber insulation, debris, edge metal, and related materials.
- **Replace any rotted decking or saturated substrate, if found**, per the line item on the estimate page.
- **Install one (R-8.6) layer) of 1½" polyisocyanurate insulation.**
- **50 mil Duro-Last™ mechanically fastened membrane.**
- **New double coated fasteners** manufactured to twice the industry standard for maximum performance.
- **New custom manufactured stack and curb flashings** made from the same material as the roof membrane. This eliminates the damaging shear forces generated at this transition with other roofing systems.
- **New drain flashings** that are integrated into the roofing system.
- **New custom manufactured parapet flashings** that are welded directly to the roof membrane creating a waterproof layer from roof edge to roof edge.
- **New edge detail that consists of a 24 gauge two-piece metal system**, in the standard color of your choice. The material will be wrapped over the edge of the building and affixed to the outside edge, creating a one piece waterproofing layer from roof edge to roof edge.
- **Install a tapered edge on the upper roof** to promote water flow away from the edge.
- **Install a Springfield SmartAnchor™ Ladder Anchor.** When an extension ladder is placed on the anchor with the posts between the rungs, the anchor will prevent the bottom of the ladder from kicking out, away from the building and will hold the top of the ladder in place.

The Springfield SmartRoof™ System is completely maintenance free.\* This system will be installed by certified Springfield Technicians, and completed in strict accordance with the manufacturer's specifications. It will be 100% inspected by the Springfield Team, and then by an inspector from the manufacturer. The manufacturer will then award a full 15 year labor and material warranty, which is the best on the market.

*\*Annual inspections and debris removal are recommended and included at no-charge for the first two years of your roof's life. These inspections help us track the performance of your roofing system and also keep abreast of any new developments that could occur over time. Please contact your Project Manager to schedule your inspections.*

If the re-roof option does not fit into your business plans at this time, we can provide the following preventative maintenance. This roof may require regular maintenance until it is replaced.

**This includes:**

- **Pressure wash the existing membrane to prepare for inspection.**
- **Inspect for any holes or cracks in the membrane.**
- **Clean, dry and hot air weld new patches over the deficiencies.**

\*These repairs will be billed at actual T&M used.\*

Springfield, Inc. | **Antrim County Annex Building**

The following estimate is to be used for budgeting purposes only. We can provide a firm, fixed price upon request:

**Annex Building (3,247 sq. ft.)**

50 mil Duro-Last Re-Roof with 15 yr warranty [R8.6 added]: \$32,165\_\_\_\_\_

**Pressure Wash and Patch (3,247 sq. ft.)**

Billed at actual T&M: \$2,043\_\_\_\_\_

*Line item for replacement of unforeseen saturated substrate: \$ .80 / sq ft of 1.5" ISO + Time*  
*Line item for replacement of unforeseen decayed decking: \$3.00 / sq ft of deck + Time*  
*Line item for replacement of unforeseen decayed nailer: \$1.00 / lin.ft +Time*  
*Line item for Snow and/or ice removal..... Time + Materials*

**CUSTOMER SELECTIONS**

Roofing estimate based on **White** membrane cost. [**Gray or Tan** available for an additional cost.]

Metal Color Choice: \_\_\_\_\_ [Please see enclosed brochure for options.]

**CONTRACTOR**

Springfield Inc.™  
6509 M 37  
Kingsley, MI 49649

231 263-5300 office  
231 263-5723 fax



Nick Jacqmain, CEO

Acceptance and return of this proposal shall constitute a contract. Please return one signed copy to Springfield, and thank you for the confidence you've placed in us.

\_\_\_\_\_  
DATE

\_\_\_\_\_  
AUTHORIZED SIGNATURE



# CIP Project **NEW** *(Projects that have not been submitted previously)*



For inclusion in the 2020-2025 Capital Improvement Plan

Project Title Estimated cost of project **\$31,301** not specific *(Use a specific amount, not a range)*

Replace 27 Electric Pedestal's

Department

Contact name Eileen Wallick

## **Barnes Park**

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What are the sources for the money? *(List all funding sources. Please be as specific as possible.)*

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In which fiscal year(s) would you like funding to be allocated? *(Can be spread across multiple years.)*

2020	<b>2021</b>	2022	2023	2024
2025	2026	2027	2028	2029

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### Project description

Replacing 27 older (20 & 30-amp) pedestals from 2005 that are overheating with new buried line and 50-amp service

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### Why is this project needed?

The pedestals have 20 amp & 30 amp. We have no problems with the newer 50 amp for the campers and that should make it good.

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Are any future costs *(such as annual fees)* associated with this project? **Yes would be 20 amp outlets maintenance. If so, please estimate.**

Will there be any savings if the project is approved? **Now we are doing maintenance breakers and plugs.**

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Additional comments