

Buildings, Lands & Infrastructure Committee

Ed Boettcher

Chuck Johnson, Chairman

Bryan Smith

Minutes February 2, 2016

Members present: Chuck Johnson, Ed Boettcher, Bryan Smith
Members absent: Ed Boettcher
Others present: Pete Garwood, Janet Koch, Mike Crawford, Laura Stanek

1. The meeting was called to order at 9:00 a.m. by Chairman Chuck Johnson.

2. Public Comment

None.

3. Building Department Update

Mark Haynes, Building Official, had included a report in the agenda packets. He said the January permit numbers were up compared to the previous year. Pete Garwood, County Administrator, told the Committee that Mr. Haynes had worked out a permitting issue with a property owner in Helena Township.

4. Soil Erosion Control (SEC) Update

Heidi Shaffer, Soil Erosion Control Officer, had submitted a report with the agenda packets.

Storm Water Run-off Enforcement

Mr. Garwood told the Committee it was the opinion of Haider Kazim, the County's civil counsel, that the County did have the authority to enact and enforce a Soil Erosion and Sedimentation Control Ordinance as long as it was related to soil erosion and sedimentation control efforts. Mr. Kazim said both Grand Traverse and Leelanau counties have similar ordinances.

Mr. Garwood said the existing Ordinance had never been rescinded, but due to the lapse in enforcement, recommended that the Board of Commissioners confirm their desire to have the Ordinance enforced. (The existing Ordinance is available on the County website @ <http://www.antrimcounty.org/ordinances.asp>)

Ms. Shaffer noted the difficult situations regarding storm water runoff to neighboring properties. Mr. Garwood said he could set up a meeting with Mr. Kazim and Ms. Shaffer. Mike Crawford, Chairman of the Board of Commissioners, recommended that at least one Board member be included in the conversation and suggested Laura Stanek. Ms. Shaffer requested that Mr. Crawford also attend.

Ms. Shaffer asked the Committee if they would like her to pursue the possibility of issuing storm water control permits. For now, the Committee and Mr. Garwood indicated that they would prefer her to work with the existing Ordinance and see how the conversation with civil counsel goes.

Motion by Chuck Johnson, seconded by Bryan Smith, to recommend the Board of Commissioners confirm their desire that the Soil Erosion Officer enforce the Antrim County Soil Erosion Sedimentation and Storm Water Runoff Control Ordinance as approved on April 10, 2008 and then reapproved (after the Department of Environmental Quality approved it) on October 9, 2008. Motion carried – unanimous.

Ms. Shaffer said there is a vacancy on the Antrim Conservation District Board of Directors. She also told the Committee that she might offer two contractor workshops in the spring, one on the east side of the County and the other on the west side.

5. Forestry Update

Mike Meriwether, County Forester, was not present at the meeting and had not provided a report.

6. Parks Update

Eileen Wallick, Parks Manager, referred to the decision by the Board of Commissioners on November 12, 2015 that Antrim County residents camping at Barnes Park receive a discount of \$2.00 per day and that the previous discount practices are eliminated. Ms. Wallick said this practice would be difficult for the Park employees to implement. She preferred a return to the practice of Antrim County applying the \$2.00 per day discount on the 7th day if the County resident stays for the six previous days.

As the topic was an action item, Mr. Garwood asked Ms. Wallick to provide a memo to the Administration Office presenting the topic so the memo could be included with the March agenda packets.

7. Operator of Dams Update

Mark Stone, Operator of Dams, said now that the Elk Rapids Hydro Dam licensing had been approved by the Federal Energy Regulatory Commission (FERC), he'd had some correspondence from the Commission requesting primary and secondary contacts for any possible licensing issues. It was agreed that Mark Stone, as Operator of Dams, would be the primary contact and that Bill Stockhausen would be the secondary contact.

Mr. Stone said he will work to provide records from his Operator of Dams discussions with FERC and others to the Administration Department for ease of accessibility to the County. Mr. Stone asked about the archival of emails. Janet Koch, Associate Planner, recommended saving pertinent emails as separate files. She added that the County's IT Department does not save emails on a permanent basis.

Now that the FERC license is in hand, Mr. Stone said he would like to meet with the representatives from FERC's compliance division regarding continuing license requirements. He said the meeting would be in Chicago, adding that there are no pressing issues regarding the dam. His budget, however, does not include any funding in the travel line item. The Committee agreed the trip would be beneficial; the budget will have to be examined.

Mr. Stone said the Michigan Public Services Commission is looking into practices by Consumers Energy and DTE regarding green energy.

8. Maintenance Update

Dave Vitale, Maintenance Director, said the electrical service hookup between the IT servers and the generator had been successful. The generator had been underperforming, but with maintenance and adjustments, it is now performing better than it has in years. The generator is keeping up with the emergency lights and the County Building's services including the network servers, but it is running at 90% capacity and is over forty years old. Replacement parts will be increasingly harder to find. The value of the generator is about \$500.

Mr. Vitale said the Jail's water heater is having issues; the control board might have to be replaced. It is about five years old and is a high efficiency model.

Mr. Vitale also told the Committee there had been problems with the County Building's ventilation system, specifically the frequency drive, which was last replaced in the 1990s. He had been working with Temperature Control to address the problems.

9. Grass River Natural Area (GRNA)

Demolition Update

Ms. Koch said the demolition of the mobile home, log cabin, and pole barn had been completed. The neighbor's concrete driveway had been slightly damaged, but the contractor had taken care of the repairs.

GRNA Property Survey Results

A copy of the survey to determine the location of a dock on Grass River had been included in the agenda packets. The dock and a boardwalk are on the County-owned property. Ms. Koch said she would discuss the issue with Haley Breniser, Executive Director of GRNA. Ms. Koch expected that Ms. Breniser would bring the issue to the GRNA Board for their consideration and anticipated it coming back to the Committee in the spring.

10. Walk of Art Update

Art Rapids! had provided an annual report regarding the Walk of Art for the agenda packets.

11. Traverse City to Charlevoix Trail Update

Ms. Koch presented the Traverse City to Charlevoix Trail Concept Plan and Development Guide, which is available online at <http://www.traverscitytocharlevoixtrail.org> (click on the "Project" tab). She said a group was meeting in Elk Rapids the following week to work on the next stages for that section of the trail.

12. Glacial Hills Natural Area and Pathway

Mr. Garwood said the Friends of Glacial Hills have a number of volunteers who maintain the trail.

The County's Michigan Municipal Risk Management Authority (MMRMA) and Worker's Compensation representatives had both confirmed that volunteers working on County property would be covered by County worker's comp and risk management as follows:

- Worker's Comp would cover a volunteer's medical treatment if that volunteer is injured while working on the county's behalf at Glacial Hills.
- Worker's Comp would cover a volunteer's lost income if the volunteer cannot work due to an injury that occurred while volunteering at Glacial Hills.
- Worker's Comp would not cover any lost income for a retired volunteer or a volunteer who is unemployed.
- MMRMA has \$25,000 medical coverage for volunteers.

A suggestion from MMRMA was to amend the intergovernmental agreement to state that a volunteer working on County land would be "working on behalf of Antrim County" and have similar language for the Township and Village. The MMRMA representative also proposed the idea of a new entity such as a "Friends of Antrim County," a 501(c) 3 that could be an umbrella organization for Glacial Hills, GRNA, and any similar groups. This group would carry liability insurance which would transfer risk away from the County.

Ms. Koch said she has requested a list of the Glacial Hills volunteers to have on file at the County.

13. Milton Township of Development Rights

Mr. Garwood said he wanted the Committee to know that Milton Township might be interested in a township farmland preservation ordinance that would allow for the purchase of development rights, adding that the County would not necessarily need to be involved. He said the County had approved a Farmland and Open Space Preservation Ordinance in 2004, but it had never been used. In 2004, the County had passed the ordinance at the same time as Grand Traverse County. At the time it had been hoped that grants would be available at the county level. The grants, however, had not materialized.

14. 2016 Remonumentation Agreement (see attached pg. 5)

Motion by Bryan Smith, seconded by Chuck Johnson, to recommend the Finance Committee approve the following 2016 budget amendments:

- **101000-000-575.000: Revenue be reduced by \$15,179, changing from \$46,529 to \$31,350**
- **101000-278-802.000: Contractual Services be reduced by \$15,250, changing from \$44,000 to \$28,750.**

Motion carried – unanimous.

Motion by Bryan Smith, seconded by Chuck Johnson, to recommend the Board of Commissioners approve the 2016 Survey and Remonumentation Grant Agreement with the State of Michigan, and that the Grant Administrator Peter Garwood be authorized to sign the agreement. Motion carried – unanimous.

15. Various Matters

Antrim Creek Natural Area (ACNA) Update

Ms. Koch said the joint permit application for the small improvements at the ACNA boat launch had been approved by both the Department of Environmental Quality and the Army Corps of Engineers. She will begin working on specifications and a bid package with the intent to have the project completed before summer.

Department of Health and Human Services (DHHS) Lease

Mr. Garwood told the Committee that the State of Michigan's Office of Management, Technology and Budget is requiring the County to provide a Request for Proposal to provide leased space to DHHS. He said there had been changes in law, that a building use charge is no longer allowed. Mr. Garwood added that depreciation can be used, but as DHHS has been leasing the space for more than twenty years, there isn't much left to depreciate, except for improvements when they happen.

16. Public Comment

Parks Study

Mr. Crawford brought up the recommendation from Mr. Stone's study to bring the County Forester in as an employee of the County. Ms. Stanek said she was not in favor of doing so; she recommended that the Board of Commissioners talk directly to the board of the Antrim Conservation District. Future funding of the ACD was discussed.

Ms. Koch told the Committee she'd added a link to the County's budget on the home page of the County's website.

The meeting was adjourned at 11:53 a.m.

GRANT NO. BCC 16-05

GRANT BETWEEN
THE STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
AND
ANTRIM COUNTY

GRANTEE/ADDRESS:

Contact Name: Peter Garwood
Organization Name: County of Antrim
Address: P.O. Box 187

City, State, Zip: Bellaire, MI 49615
Telephone: (231) 533-6265
FAX: (231) 533-8111

STATE GRANT ADMINISTRATOR/ADDRESS:

Chris Beland, P.S., Director
Office of Land Survey and Remonumentation
Department of Licensing and Regulatory Affairs
P.O. Box 30254
Lansing, MI 48909
Phone: (517) 241-6321
Email: bccolsr@michigan.gov

GRANT PERIOD:

From: 01-01-2016 To: 12-31-2016

TOTAL AUTHORIZED BUDGET FOR CALENDAR YEAR 2016:

State Grant Amount: \$31,350.00
- Reimbursement for Past Expedited Expenditures:

2016 TOTAL ANNUAL BUDGET: \$31,350.00

ACCOUNTING DETAIL: Index/PCA No.: 02935