

Buildings, Lands & Infrastructure Committee

Ed Boettcher

Bryan Smith

November 22, 2016

To: Buildings, Lands & Infrastructure Committee
From: Pete Garwood, County Administrator
Re: Meeting Notice

The Buildings, Lands & Infrastructure Committee will meet on
Tuesday, November 29, 2016 at 9:00 a.m.
in Room 211 – 2nd Floor, Antrim County Building
203 E. Cayuga Street, Bellaire, MI 49615

Agenda:

- 9:00 a.m. Public Comment
- 9:01 a.m. Maltby Building – Laura Sexton
- 9:15 a.m. Building Department Update – ***attached pg. 2*** – Mark Haynes
- 9:30 a.m. Soil Erosion Control (SEC) Update – ***attached pg. 3-4*** - Heidi Shaffer
- 9:45 a.m. Forestry Update – Mike Meriwether
- 10:00 a.m. Parks Update – ***attached pg. 5*** - Eileen Wallick
- 10:15 a.m. Operator of Dams Update – Mark Stone
- Elk Rapids Hydro Building Bid Specs – ***attached pg. 6-7***
- 10:30 a.m. GRNA Update – Haley Breniser
- 10:45 a.m. Maintenance Update – Dave Vitale
- 11:00 a.m. Courthouse Entrance Doors – ***attached pg. 8*** – Jim Rossiter
- 11:15 a.m. SimplexGrinnell Service Agreement – ***attached pgs. 9-12***
- 11:25 a.m. 2017 Remonumentation Grant – ***attached pgs. 13-16***
- 11:35 a.m. Various Matters
- 11:40 a.m. Public Comment

- ***Enclosure:** for informational purposes only - ***attached pg. 17***

If you have any questions, are unable to attend this meeting, or wish to attend this meeting and require special assistance, please contact the Administration Office, P.O. Box 187, Bellaire, MI 49615; email countyadmin@antrimcounty.org; 231-533-6265. Thank you.

B L I COMMITTEE**October, 2016**

Finance: Sep Income: \$53,031.00 Expenses: \$40793.40

Oct Income: \$74,529.67 Expenses: \$31946.61

PERMITS SOLD

	2015	2016	Difference
Jan	87/\$17,928.00	113/\$22011.00	+26/+\$4083.00
Feb	96/\$21,456.00	114/\$24701.00	+18/+\$3245.00
Mar	109/\$26,767.00	138/\$28177.00	+29/+\$1410.00
Apr	139/\$34,521.00	148/\$41734.00	+09/+\$7213.00
May	170/\$48,184.80	204/\$46,016.00	+34/- \$2,168.80
Jun	209/\$61,763.00	247/\$54,803.00	+38/- \$6,960.00
July	225/\$51,385.00	170/\$35,853.00	-55/- \$15,532.00
Aug	195/\$41,881.00	244/\$52,866.00	+49/+\$10,985.00
Sep	211/\$54,084.00	214/\$51,708.00	+03/- \$2,376.00
Oct	246/\$64,110.00	307/\$74,529.67	+61/+\$10,429.67
		TOTAL	+212/+\$10,318.87

Inspection Numbers:

	This Month	10 Months
Build Plan Rev:	4.2	2.94
Build:	9.6	7.53
Mech:	7.4	5.44
Plbg:	3.25	2.74
Elect:	7.3	5.46

Inspectors / Notes:

Soil Erosion Report: November 2016

Permits issued: 2016

Up to November 22, 2016

Township	Jan	\$	Feb	\$	Mar	\$	Apr	\$	May	\$	June	\$	July	\$	Aug	\$	Sept	\$	Oct	\$	Nov	\$	Dec	\$
Banks	0	\$0	0	\$0	0	\$0	1	\$50	2	\$150	1	\$1,515	2	\$150	0	\$0	1	\$50	1	\$150	1	\$300		
Central Lake	0	\$0	0	\$0	1	\$100	0	\$0	4	\$350	5	\$450	0	\$0	3	\$200	1	\$50	3	\$300	2	\$100		
Chestonia	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0		
Custer	0	\$0	0	\$0	0	\$0	0	\$0	2	\$445	0	\$0	0	\$0	0	\$0	0	\$0	1	\$150	0	\$0		
Echo	0	\$0	0	\$0	0	\$0	0	\$0	1	\$50	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	1	\$50		
Elk Rapids	1	\$215	0	\$0	3	\$250	2	\$200	4	\$250	3	\$200	6	\$650	3	\$385	4	\$965	2	\$100	1	\$50		
Forest Home	1	\$50	1	\$50	1	\$50	0	\$0	5	\$300	1	\$100	5	\$695	8	\$400	5	\$400	3	\$425	4	\$450		
Helena	0	\$0	1	\$50	2	\$265	1	\$50	1	\$100	2	\$100	5	\$335	5	\$350	3	\$300	1	\$100	1	\$50		
Jordan	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	1	\$50	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0		
Kearney	0	\$0	0	\$0	0	\$0	1	\$100	1	\$50	0	\$0	0	\$0	2	\$100	1	\$100	1	\$100	0	\$0		
Mancelona	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0		
Milton	1	\$50	1	\$100	3	\$200	1	\$50	7	\$600	3	\$150	9	\$685	12	\$1,400	11	\$950	3	\$200	6	\$400		
Star	0	\$0	0	\$0	0	\$0	0	\$0	6	\$350	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	1	\$300		
Torch Lake	2	\$125	1	\$50	1	\$100	1	\$235	0	\$0	4	\$200	2	\$150	9	\$950	6	\$300	10	\$800	4	\$650		
Warner	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0		
total	5	\$440	4	\$250	11	\$965	7	\$685	33	\$2,645	20	\$2,765	29	\$2,665	42	\$3,785	32	\$3,115	25	\$2,325	21	2350	0	0

Permits to date: 229

Revenue to date: \$21,990

Permits 2013	Revenue 2013	Permits 2014	Revenue 2014	Permits 2015	Revenue 2015	Permits 2016	Revenue 2016
230	\$16,390	188	\$15,710	216	\$18,547	229	\$21,990

November 29, 2016 Update for Parks

Barnes Park:

Tables refinished and repaired

Refinished the logs on the cabin

Cut many trees down

Cleaned up the leaves

Trimmed branches hanging to low for RV traffic

Painting doors & frames

Income for 2016 - \$202,287.00

The pedestal are installed but not wired into BH and no panel installed yet. Great Lakes will install a new transformer on the ground.

Elk Rapids:

Tables refinished and repaired

Cleaned up the leaves so if Steuer has time to do the work. Carl just called and will start Monday 11/28/2016.

Willow & Notewares:

Tables refinished and repaired



Memorandum Administration Office

November 23, 2016

TO: Buildings, Lands & Infrastructure Committee

FR: Janet Koch, Associate Planner JK

RE: Elk Rapids Hydrodam Bid Specifications

Following is a memo from Mark Stone, Operator of Dams, regarding progress on the bid specifications for the interior renovations at the Elk Rapids Hydroelectric Dam. No action by the Committee is needed at this point, as the County's Purchasing and Bidding Policy states that when the completed bid specifications are approved by the County Administrator, bids can then be solicited.

All qualified bids received will be tabulated by the Administration Department and provided to the BLI Committee for a recommendation of award to the Board of Commissioners. A February 2017 decision by the Board of Commissioners is anticipated.

The estimated total cost for the project is \$165,000; at the October 13, 2016 Board of Commissioner's meeting, a budget amendment moved the majority of the project to be expended in 2017.

Buildings, Land & Infrastructure Committee
Antrim County Board of Commissioners

11/22/16

Gentlemen,

As you know, we have been investigating the pros and cons of various methods to address the painted brick surfaces of the interior of the Elk Rapids Hydroelectric Dam in preparation for the interior renovation project of the building.

Yesterday, Bill Stockhausen and myself met with Jim Coughlin, Pat Machin of Machin Engineering (who is preparing the bid specifications) and Mike Heidigger of MAM Construction at the Commons in Traverse City. Mike provided a tour of Building 50 to show us the results and implications of paint removal in a situation almost identical to the Elk Rapids Hydro building. Both the brick and the pre-existing paint coatings (containing lead and cadmium) in Building 50 are strikingly similar to the Hydro. MAM had used a variety of techniques to remove the paint, finally settling on vapor blasting as the primary method and gaining a great deal of knowledge in the process. You may recall that we had another contractor perform a demonstration of vapor blasting at the Hydro and, as a result, we were quite convinced that the technique was the appropriate approach. Yesterday's meeting confirmed that conclusion.

In short, we are very close to finalizing the bid specifications for the job. We now have at least two qualified bidders at the ready, and probably more. Of course, the project will require Stockhausens to contribute a good deal of effort, as the work will have to be staged and the equipment in the building will have to be moved and or protected by them at each staging, so I'd like to work with a schedule that makes their contribution easier and more convenient.

I expect to have a nearly complete version of the bid specs ready for the meeting on Tuesday. Everyone involved is working over the holiday break to finish the draft by Monday afternoon. Although there will be language to be added regarding the legal and contractual details, we foresee sharing the most important components of the specs.

Since this will be the last BLI meeting until February and the last meeting with the current committee members that have the background knowledge leading up to the bidding, I wanted to inform the Committee that we plan to seek bids during December and January with the hope of opening bids at the February meeting. This schedule would be greatly beneficial to Stockhausens, because both potential bidders have expressed a willingness to commence work in spring of 2017 at the Stockhausens' behest.

I, and the Stockhausens, want to thank you for your ongoing support for this project.

Sincerely,



Mark Stone
Antrim County Operator of Dams

Verellen, Katie

From: Schrader, Tina
Sent: Tuesday, November 08, 2016 1:38 PM
To: Ho'on, Debra
Cc: Verellen, Katie; Garwood, Peter; Koch, Janet
Subject: RE: Agenda for December Building Lands Committee

We will put him on the agenda and email an agenda when it is completed.

Tina Schrader, Admin. Assistant
Antrim County Administration/Planning
PO Box 187; Bellaire, MI 49615
231-533-6265 (internal ext. 3041)
<http://www.antrimcounty.org>

From: Ho'on, Debra
Sent: Tuesday, November 08, 2016 1:33 PM
To: Schrader, Tina
Subject: Agenda for December Building Lands Committee

Hi Tina,

Would you please put Jim on the agenda for the next Building Lands & Infrastructure meeting in December?

He would like to discuss the locks on the entrance doors to the Courthouse. We had another incident a few weeks ago of someone entering the courthouse after business hours, and *after* the building had been locked for the night by security.

Thank you,
Debra



Memorandum Administration Office

November 22, 2016

TO: Buildings, Lands & Infrastructure Committee

FR: Peter Garwood
County Administrator

RE: SimplexGrinnell Service Agreement

Attached for your review is a service agreement with SimplexGrinnell for maintenance of the fire alarm systems at the 1905 Courthouse and County Building. This agreement is for three years at an annual cost of \$4,823.00 per year. The language is the same as the current agreement, which was reviewed by civil counsel and at which time changes were requested and made by the vendor. I have included the three pages of the agreement that outline what is covered and indicate the cost.

The following motion is presented for your consideration:

Motion by _____, seconded by _____, to recommend the Board of Commissioners authorize the Board Chairman to execute a service agreement with SimplexGrinnell for the fire alarm systems at the 1905 Courthouse and the County Building at an annual cost of \$4,823.00.



Service Solution

Customer:
Antrim County Courthouse
Date: 17-NOV-16
Proposal #:531657
Term:01-DEC-16 to 30-NOV-19

Billing Customer:
 Antrim County Courthouse
 205 E CAYUGA ST
 BELLAIRE, MI 49615-0520

Service Location:
 Antrim County Courthouse
 205 E CAYUGA ST
 BELLAIRE, MI 49615-0520

SimplexGrinnell
Sales Representative:
 KELLY ANN BURNS
 24755 Halsted Rd
 FARMINGTON HILLS, MI 48335-1612
 KBurns@simplexgrinnell.com

INVESTMENT SUMMARY

(Excludes applicable Sales Tax ■ Service Solution Valid for 45 Days)

SERVICE/PRODUCT DESCRIPTION	QUANTITY	FREQUENCY	INVESTMENT
-----------------------------	----------	-----------	------------

Recurring Annual Investment

Fire Alarm Test & Inspect - Parts and Labor
 (Panel & Peripherals)

SIMPLEX 4100/4020 FIRE ALARM
 SYSTEM

Main Fire Alarm Panel	1	Annual	
Fire Alarm Battery (each)	2	Annual	
Smoke Sensor Addressable	7	Annual	
Heat Detector Restorable	9	Annual	
Duct Sensor Addressable	6	Annual	
Pull Station	13	Annual	
Audio-Visual Notification Conventional	19	Annual	

Fire Alarm Test & Inspect - Parts and Labor (Panel & Peripherals) Total: \$2,934.00

Total Recurring Annual Investment:

\$2,934.00



Service Solution

Customer:
Antrim County Courthouse
Date: 17-NOV-16
Proposal #:531657
Term:01-DEC-16 to 30-NOV-19

Billing Customer:
 Antrim County Courthouse
 205 E CAYUGA ST
 BELLAIRE, MI 49615-0520

Service Location:
 Antrim County Building
 203 E CAYUGA ST
 BELLAIRE, MI 49615-9180

SimplexGrinnell
Sales Representative:
 KELLY ANN BURNS
 24755 Halsted Rd
 FARMINGTON HILLS, MI 48335-1612
 KBurns@simplexgrinnell.com

INVESTMENT SUMMARY

(Excludes applicable Sales Tax ■ Service Solution Valid for 45 Days)

SERVICE/PRODUCT DESCRIPTION	QUANTITY	FREQUENCY	INVESTMENT
Recurring Annual Investment			
Fire Alarm Test & Inspect - Parts and Labor (Panel & Peripherals)			
SIMPLEX 4002 SYSTEM			
Main Fire Alarm Panel	1	Annual	
Fire Alarm Battery (each)	2	Annual	
Annunciator	1	Annual	
Smoke Sensor Addressable	19	Annual	
Heat Detector Restorable	9	Annual	
Duct Sensor Addressable	2	Annual	
Pull Station	5	Annual	
Audio-Visual Notification Conventional	5	Annual	
Fire Alarm Test & Inspect - Parts and Labor (Panel & Peripherals) Total:			\$1,889.00
Total Recurring Annual Investment:			\$1,889.00



Service Solution

This Service Solution (the "Agreement") sets forth the Terms and Conditions for the provision of equipment and services to be provided by SimplexGrinnell LP ("Company") to **Antrim County Courthouse** and is effective **01-DEC-16 to 30-NOV-19** (the "Initial Term").

PAYMENT TERM: *Annual In Advance*

PAYMENT AMOUNT: \$4,823.00 - **Proposal # : 531657**

CUSTOMER ACCEPTANCE: In accepting this Agreement, Customer agrees to the Terms and Conditions on the following pages and any attachments or riders attached hereto that contain additional terms and conditions. It is understood that these terms and conditions shall prevail over any variation in terms and conditions on any purchase order or other document that the Customer may issue. Any changes in the system requested by the Customer after the execution of Agreement shall be paid for by the Customer and such changes shall be authorized in writing.

ATTENTION IS DIRECTED TO THE LIMITATION OF LIABILITY, WARRANTY, INDEMNITY AND OTHER CONDITIONS CONTAINED IN THIS AGREEMENT.

Antrim County Courthouse

SimplexGrinnell

Signature: _____

KELLY ANN BURNS

Print Name: _____

Phone #: (734) 751-8636

Title: _____

Fax #: (616) 784-0346

Phone#: _____

License #: _____
(If Applicable)

Fax #: _____

Authorized Signature: Kelly Burns

Email: _____

Print Name: KELLY BURNS

PO#: _____

Title: PSR

Date: _____

Date: 11/16/2016



Memorandum Administration Office

Page 13

November 22, 2016

TO: Buildings, Lands & Infrastructure Committee

FR: Peter Garwood
County Administrator

RE: 2017 Remonumentation Grant Application and Agreement

Attached for your review is the first page of the grant application and the first 2 pages of the grant agreement from Scott Papineau, Antrim County Surveyor, regarding the 2017 Remonumentation grant application and agreement. The proposed grant agreement has been reviewed and there are no areas of concern. In addition, Mr. Papineau provides the following information:

This is a statewide program to remonument all of the section corners. These corners control all of the property in the state. The law was enacted in 1990 and was amended in 2014. All Register of Deeds offices collect a small fee when documents are recorded that are used to fund the program. Every year the money is then distributed to all of the counties in the state based on a formula that takes into account the geographic size of the county and how much money they contributed to the fund.

While it is called a Grant, there is no competition for the funds. The Office of Land Survey and Remonumentation informs every county what their grant amount is for the following year sometime in late October or early November. If a county decides to participate and send in an application, they are guaranteed the money.

All corners that are surveyed in a given year must be approved by a Peer Group that consists of at least three non-associated surveyors. They must listen to the contract surveyor and decide if a corner that is presented shall be approved as the accepted corner. The intention of the program is to remonument the original corners that were set in the 1800's. There are not very many corners that meet that criteria so most corners are approved as a locally accepted corner.

This is a very good program, that is user-fee driven, and benefits all landowners in the county.

Scott is the "Remonumentation Program Representative" and I am the "Remonumentation Program Administrator" for Antrim County.

The following motions are presented for your consideration:

Motion by _____, seconded by _____, to recommend the Board of Commissioners authorize the Remonumentation Program Administrator to sign the application for the 2017 Survey and Remonumentation Grant totaling \$35,941.00 and approve the submission of the application.

Motion by _____, seconded by _____, to recommend the Board of Commissioners authorize the Board Chairman to execute the 2017 Survey Remonumentation Grant No. BCC 17-05 Agreement with the State of Michigan Department of Licensing and Regulatory Affairs.

Buildings, Lands & Infrastructure Committee agenda attachments - 11/29/16

2017 SURVEY AND REMONUMENTATION GRANT APPLICATION

Attachment A To Annual Grant Agreement

Authority: MCL 54.273

This application must be filed on or before December 31 of the calendar year immediately preceding the year in which the grant is made.

<p align="center">Office of Land Survey Bureau of Construction Codes Department of Licensing and Regulatory Affairs Overnight Courier Service: 1st Flr., 611 W. Ottawa St., Lansing, MI 48933 U.S. Mail: PO Box 30254, Lansing, MI 48909 Telephone: (517) 241-6321 Facsimile: (517) 241-6301 Email: bccolsr@michigan.gov www.michigan.gov/sbc</p>	APPLICANT (County): Antrim
	FEDERAL I.D. #: 38-6000-98
	Grant #: BCC-17- _____
	MAIN Mail Code: _____
P.O. #: _____	

Grant Administrator	County Representative	Address for Payments
Name: Peter Garwood	Name: Scott Papineau	Name: Antrim County Treasurer
Address: PO Box 187	Address: 103 W. Upright St.	Address: PO Box 544
City: Bellaire	City: Charlevoix	City: Bellaire
State, Zip: MI 49615	State, Zip: MI 49720	State, Zip: MI 49615
Telephone: (231) 533-6265	Telephone: (231) 547-6882	Telephone: (231) 533-8596
Fax: (231) 533-8111	Fax: (231) 547-0021	
Email: coordinator@antrimcounty.org	Email: pappysa@fcasurveying.com	

2017 GRANT REQUESTED

2017 State Grant	Reimbursement for Expedited Expenditures under MCL 600.2567a(4) (≤ 50% of State Grant)	2017 Total Annual Budget (State Grant - Reimbursement = Total Budget)
\$ 35,941.00	\$ 0.00	\$ 35,941.00

I certify the information in this grant application is correct and request a 40% Start-Up Payment upon approval of an Annual Grant Agreement.

Signature of County Grant Administrator (Original Signature Required)

Date

Michael C. Barger, P.S., Director (Original Signature Required)
Office of Land Survey and Remonumentation

Date



STATE OF MICHIGAN

RICK SNYDER
GOVERNOR

DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS

SHELLY EDGERTON
DIRECTOR

Memorandum

DATE: October 21, 2016

TO: Grant Administrators and County Representatives

FROM: Michael C. Barger, P.S., Manager ^{MCB}
Office of Land Survey and Remonumentation (OLSR)

SUBJECT: 2017 Annual Grant Agreement

Enclosed is your copy of the 2017 Grant Agreement and extra signature pages (County, OLSR and Purchasing copies) in anticipation of your 2017 Grant Application being submitted.

Please obtain the necessary internal reviews and signatures on all 3 signature pages and return all three ORIGINAL signature pages with your 2017 Grant Application, postmarked no later than December 31, 2016 to be eligible for a 2017 grant.

Once your Grant Application is approved by OLSR, it will be sent to the Department's procurement team for processing and to obtain signatures by the Department Director. One original signature page will be returned to the county to attach to your Grant Agreement.

As in previous years, the 40 percent start-up payment will be processed to the county as soon as a Grant Application is approved, the Grant Agreement is signed by all parties, and purchase requisitions have been initiated.

A signed Grant Agreement must be returned to OLSR no later than August 31, 2017 in order to meet the State's purchasing guidelines.

If you have a budget or financial questions, please contact Nancy Johnston at (517) 241-6325 or email johnstonn@michigan.gov. Technical or survey questions should be directed to our office at (517) 241-6321 or email bccolsr@michigan.gov.

Providing for Michigan's Safety in the Built Environment

LARA is an equal opportunity employer
 Auxiliary aids, services and other reasonable accommodations are available upon request to individuals with disabilities.
 P.O. BOX 30254 • LANSING, MICHIGAN 48909
 www.michigan.gov/bcc • Telephone (517) 241-9302 • Fax (517) 241-9308

GRANT NO. BCC 17-05

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:

Michael C. Barger, P.S., Manager
Office of Land Survey and Remonumentation
Department of Licensing and Regulatory Affairs
P.O. Box 30254
Lansing, MI 48909
Phone: (517) 241-6321
Email: bargerm@michigan.gov

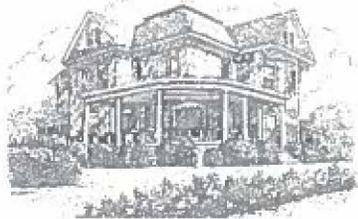
GRANT PERIOD:

From: 01-01-2017 To: 12-31-2017

TOTAL AUTHORIZED BUDGET FOR CALENDAR YEAR 2017:

State Grant Amount: \$35,941.00
- Reimbursement for Past Expedited Expenditures:
2017 TOTAL ANNUAL BUDGET: \$35,941.00

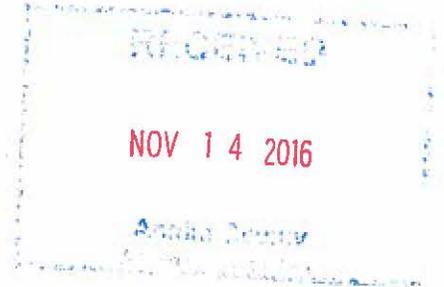
ACCOUNTING DETAIL: Index/PCA: 02935



Dr. Homan House



BELLAIRE HISTORICAL MUSEUM



November 9, 2016

Peter Garwood
Antrim Planning Administrator
Antrim County Court House
P.O. Box 187
Bellaire, MI 49615

Dear Mr. Garwood,

On behalf of the Museum Board, we would like to thank you and your staff for the opportunity to “show” the Court House on October 13. As we were hosting the Regional Meeting of local museums and most members are Antrim County residents, the history of the Court House was one building we all had in common.

The tour went well and we had a very good response from our guests. Each Museum left with a copy of the book “History of Antrim County Court House” by Mary Kay McDuffie

Two of your employees, Dave Vitale and Todd Johnson were very helpful. They shared the story of the falling of the clock and in addition, the weekly winding. Please express our gratitude to them.

Again thank you,

Sincerely,

Bellaire Historical Museum **Beverly Johnson**
 PO Box 646 **Museum Secretary**
 Bellaire, MI 49615
 Phone: 231-533-8631

Visit us at:
 202 N. Bridge Street
 Bellaire, MI 49615