

Buildings, Lands & Infrastructure Committee

Ed Boettcher

Bryan Smith

Minutes November 29, 2016

Members: Ed Boettcher, Bryan Smith
Members absent: None
Others: Pete Garwood, Janet Koch, Mike Crawford

1. The meeting was called to order at 9:00 a.m. by Ed Boettcher.

2. Public Comment

Michelle Jump distributed copies of a letter to the Committee, a drawing of the Jump's property showing the location of their proposed buildings, and a drawing showing an approximate location of the proposed septic line connecting their system to the existing drain field (**see attached pgs. 5-7**).

Patty Niepoth, Register of Deeds, asked that the Committee consider placing hanging signs from the ceiling on the first floor regarding the location of restrooms. She also requested that an easel be placed in a central location on the first floor regarding meetings. She also requested that a meeting schedule be distributed on a regular basis. Pete Garwood, County Administrator, said he would work on the issues with the Maintenance Director and his staff.

3. Maltby Building

Laura Sexton said there had been an informal agreement when the County acquired the Maltby Building that a sign would be placed on the structure denoting it as the Maltby Building. Ms. Sexton said she was willing to provide the sign if the County would install it. It was the consensus of the Committee to move ahead with the project. The Committee told Ms. Sexton there were no discussions regarding the sale of the Maltby Building.

The Committee also told Ms. Sexton there were no plans regarding the reconstruction of an historic logging camp at Mohrmann Natural Area. Ms. Sexton said she preferred the County leave the area as a natural area.

4. Building Department Update

Mark Haynes, Building Official, had included a written update in the agenda packets. He said October had been a busy month. It was also noted that there will be two vacancies on the Construction Code Appeals Board unless a builder and an electrician submit applications and are appointed.

5. Soil Erosion Control (SEC) Update

Heidi Shaffer, Soil Erosion Control Officer, had included an update with the agenda packets. She also distributed a page from the Antrim County Soil Erosion, Sedimentation, and Stormwater Runoff Control Ordinance Guidelines (**see attached pg. 8**). Mr. Garwood told Ms. Shaffer that the Committee had not received the information about a change to the appeals section as it had not been reviewed by civil counsel.

Mr. Boettcher asked about the relationship between the County and Michigan's Department of Environmental Quality (DEQ) regarding violations. Ms. Shaffer said a violation of a fill of regulated wetlands in the County is reported to the DEQ because regulated wetlands are included in the definition of waters of the State of Michigan.

Ms. Shaffer said the landscaping proposed by the Jumps on Grass River would not cause erosion and it was within the DEQ regulations. She added that she would prefer that the shoreline remain natural.

6. Forestry Update

Mike Meriwether, County Forester, said he was moving forward with the appraisal for the property adjacent to Mohrmann Park; he'd received an estimate of \$1,900. He added that the timber cut at Glacial Hills had been temporarily halted due to the warm and wet weather. Mr. Meriwether said the easement to the Prince property had been recorded with the Register of Deeds.

Mr. Meriwether and the Committee discussed alternatives to the exchange or purchase of the property north of Barnes Park for the purpose of non-motorized trails.

7. Parks Update

Eileen Wallick, Parks Manager, had provided a Parks update with the agenda packet. She also distributed photos of the work on the path at Elk Rapids Day Park (see attached pgs. 9-10).

8. Operator of Dams Update

Mark Stone, Operator of Dams, had included a memo in the agenda packet regarding progress on the bidding specifications for the interior renovations to the Elk Rapids Hydroelectric Dam. He said he'd toured Building 50 at Grand Traverse Commons, which had similar issues regarding lead paint abatement. Mr. Stone indicated that the publication of the request for proposals would be timed to award the project at the Board of Commissioners meeting in February.

9. Grass River Natural Area (GRNA) Update

Haley Breniser, Executive Director of GRNA, did not appear at the meeting.

10. Maintenance Update

Dave Vitale, Maintenance Director, described a number of projects on which the Maintenance Department had been working. An emergency repair on the Jail's water heater had been necessary. Mr. Vitale added that he'd been in contact with Northwest Lock to repair the locks on the north doors of the 1905 Courthouse. He also said some stonework on the monument on the front lawn had been damaged.

11. Courthouse Entrance Doors

Jim Rossiter, Prosecuting Attorney, said the doors had been an issue for some time. Mr. Vitale said the new parts would assist with correcting the problem. He added that he had in the past requested new doors, but none had been approved. Mr. Boettcher said the situation could be reassessed after Northwest Lock makes repairs.

12. SimplexGrinnell Service Agreement (see attached pgs. 11-13)

Mr. Garwood told the Committee that SimplexGrinnell provided the maintenance of the fire alarm systems at the 1905 Courthouse and the County Building. The agreement was for three years with a cost of \$4,823.00 per year and the agreement language was the same as the previous agreement, which had been reviewed by civil counsel with subsequent changes by the vendor.

Motion by Bryan Smith, seconded by Ed Boettcher, to recommend the Board of Commissioners authorize the Board Chairman to execute a three-year 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. Motion carried – unanimous.

13. 2017 Remonumentation Grant (see attached pgs. 14-16)

Mr. Garwood said the proposed grant agreement between the County and the State of Michigan (Department of Licensing and regulatory Affairs) had been reviewed and there were no areas of concern. Scott Papineau, County Surveyor, is the program representative and Mr. Garwood is the program administrator for the County. Mr. Garwood said the County Register of Deeds collect a small fee from all recorded documents to fund a remonumentation program. The intention of the program is to remonument the section corners that had been set in the 1800s.

Mr. Papineau's 2015 Annual Report stated that the total number of corners to be remonumented in Antrim County was 2,148. If all of the section corners planned for 2016 were remonumented, 1,305 corners would remain.

Motion by Bryan Smith, seconded by Ed Boettcher, 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 carried – unanimous.

Motion by Bryan Smith, seconded by Ed Boettcher, 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. Motion carried – unanimous.

14. Various Matters

Forestry Ordinance

The Committee discussed possible changes to the Forestry Ordinance, specifically the removal of the word “exchange” from Section 2.02 - Sale or Disposal of Forest Lands or to add language regarding standards that could allow a property exchange; language regarding landlocked property or property of equal or higher value.

Mr. Meriwether said he would like to review the Ordinance with that change in mind; he also didn't want to set precedent for the exchange of property as he didn't approve of putting any County-owned forest land into jeopardy. Mr. Meriwether told the Committee there were still some County-owned properties that didn't have public easements.

Mr. Boettcher asked to have the topic put on the agenda for the next meeting.

Jump Easement

Ms. Jump said her information was that the construction cost of a drainfield was between \$4,000 and \$5,000. Mr. Boettcher noted that if the Jumps had to acquire an easement on private property there would be a cost to purchase the easement in addition to the cost of the drainfield construction. The Committee and Mike Crawford, Chairman of the Board of Commissioners, discussed what would be considered fair market value.

Motion by Bryan Smith, seconded by Ed Boettcher, to recommend the Board of Commissioners approve a 10' wide sanitary sewer utility easement across the County-owned parcel #05-04-006-032-50 for the purpose of providing access to a sanitary drain field for parcel #05-04-006-030-00, owned by Don and Michelle Jump, due to the fact that there is a functional and inactive drain field existing on the property, with the centerline of the easement to be located as sketched in the drawing provided at the Buildings, Lands & Infrastructure meeting of November 29, 2016, with the easement description to be finalized after the as-built information is provided by the contractor, with Don and Michelle Jump paying Antrim County a one-time fee of \$5,000 for the easement, and with Don and Michelle Jump paying the cost of the grant of easement—which includes a legal description of the easement—and recording fees, and with the cost of any future sewer system repairs or maintenance to be borne by the property owner of parcel #05-04-006-030-00. Motion carried – unanimous.

15. Public Comment

None.

The meeting adjourned at 11:12 a.m.

November 28, 2016

Don and Michelle Jump
5713 Brake Rd.
Bellaire, MI 49615

Buildings, Land, and Infrastructure Board
Antrim County

Dear Members of the BLI Board,

Please see the attached map of the proposed easement to the existing drain field on Antrim County Property. This is an official survey of the property and the drain field has been approved by the Health Department of Northwest Michigan, as submitted to the Board In October, 2016.

Also please see the proposed septic tanks and the soil boring, which are in accordance with the Health Department.

*The septic tanks must be ⁵⁰~~100~~ feet away from the well

*The septic tanks must be 5 feet from the house

*The drain field is approximately 285 yards from the septic

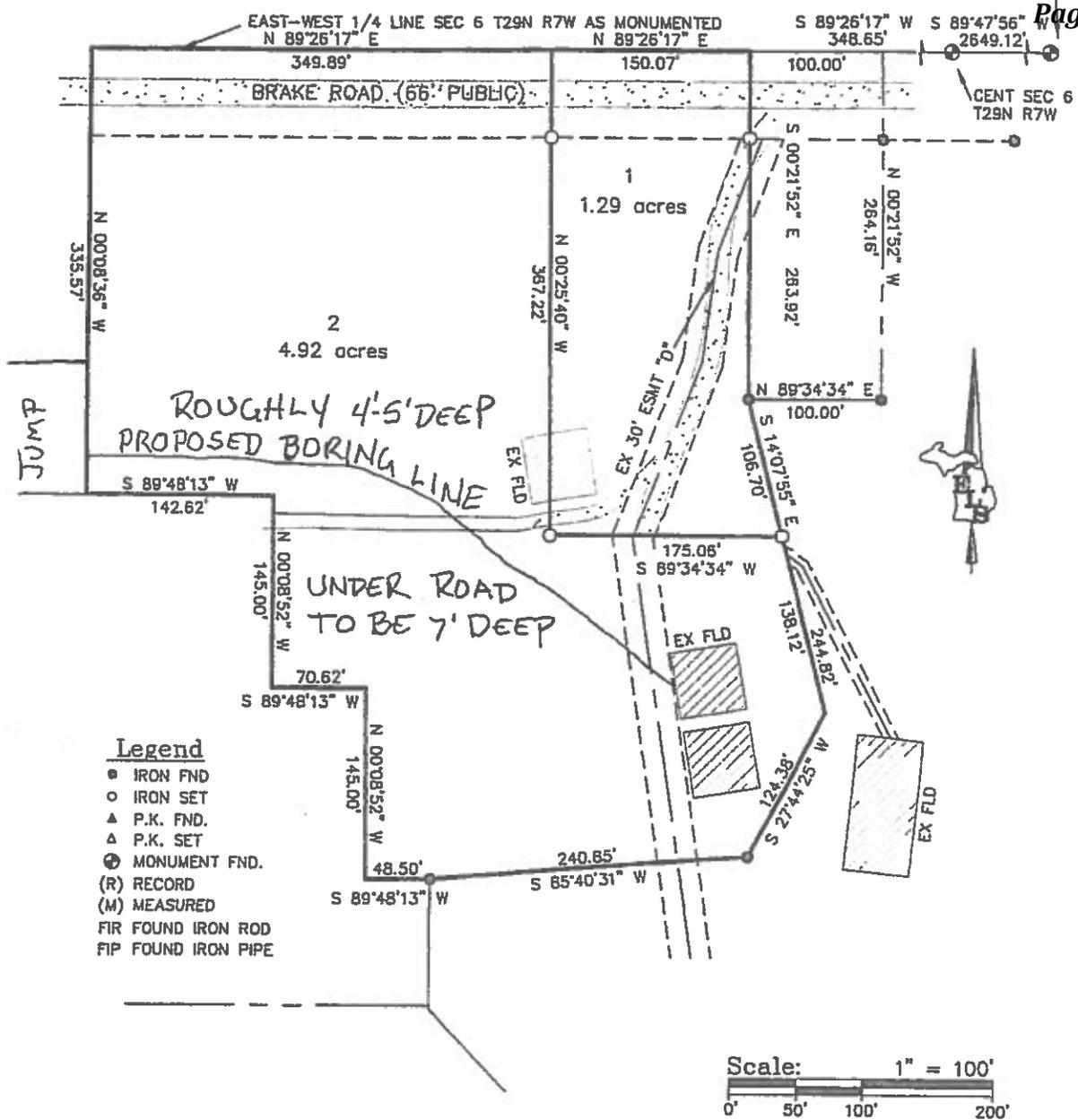
We feel this is the least invasive option for us to have an acceptable drain field for our improvements on our home.

We are hoping for discussion at the November 29 meeting on the price of said easement.

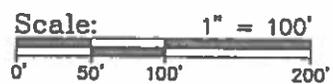
We would also ask that the Board make a recommendation to the Antrim Board of Commissioners to approve the easement to the drain field at the December 8 monthly meeting. We have concerns that, should the easement take longer to approve, our request would be placed in front of a brand new Board of Commissioners.

Thank you for your time,

Michelle and Don Jump



- Legend**
- IRON FND
 - IRON SET
 - ▲ P.K. FND.
 - △ P.K. SET
 - ⊕ MONUMENT FND.
 - (R) RECORD
 - (M) MEASURED
 - FIR FOUND IRON ROD
 - FIP FOUND IRON PIPE



I, NEIL L. WAY, a Licensed Professional Surveyor in the State of Michigan, do hereby certify that I have surveyed and mapped the hereon described parcel(s) of land; that the ratio of closure of the unadjusted field observations is within the accepted limits; and that I have fully complied with the requirements of P.A. 132 of 1970, as amended.

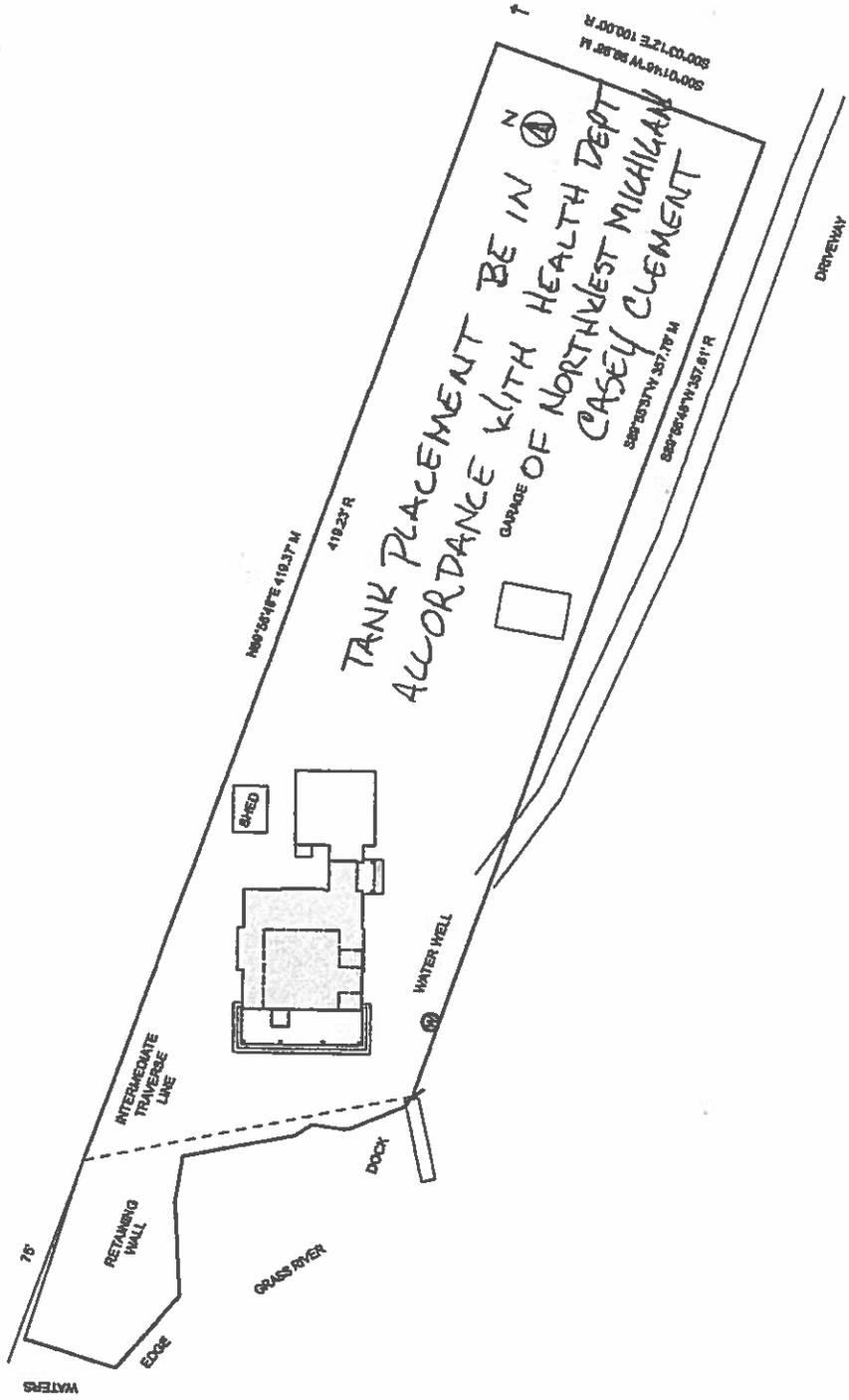
Ratio of Closure: 1/10,000
 Basis of Bearing: Eagle 04-007
 Eagle 08-029

Neil L. Way
 NEIL L. WAY
 Licensed Surveyor Number: 28432

<p>EAGLE LAND SURVEYING, Inc.</p> <p>7164 EAGLE'S WAY LANE KEWADIN, MI 49648</p>	<p>(231) 264-9110 FAX: 264-9311 eaglelandsurvey@aol.com</p>	<p>For: ALDEN STATE BANK- J BRAKE</p>
	<p>Part of the SW 1/4 of Sec. 6, T29N, R7W, Custer Twp., Antrim County, Michigan.</p>	
	<p>Date: Oct .27, 2008</p>	<p>File No.: 2008-119</p>
<p>FB/PG: 72/87</p>		<p>Drafted By: NLW cd-19</p>
		<p>Sheet 1 of 2</p>

Dwg File: 2008-119.dwg

 <p>VISBEEN architects www.visbeen.com 616-353-9901 © VISBEEN ARCHITECTS, INC.</p>	<p>PROJECT NO. 18.2.14</p>	<p>OWNER Don & Michelle JUMP</p>	<p>ADDRESS 873 Bayko Road BELLARE MICHIGAN</p>	<p>DATE 10/27/16</p>	<p>SCALE AO:1</p>
	<p>PHASE Final Phase</p>	<p>PROJECT SITE PLAN</p>	<p>STATUS DESIGN COMPLETION</p>	<p>DATE 10/27/16</p>	



1 SITE PLAN 10/27/16

14-203 Shall adopt rules for the transaction of business, which shall be approved by a majority vote of the Antrim County Board of Commissioners.

14-204 The Antrim County Soil Erosion, Sedimentation and Stormwater Runoff Appeal Board shall keep a record of its minutes, resolutions, transactions, findings, and determinations, which shall be a public record and subject to the Freedom of Information Act.

14-205 All Appeal Board meetings and hearings shall be open to the public in accordance with the Open Meetings Act, Act 267 of 1976.

14-300 Members; Appointment; Term; Vacancies; Compensation;

14-301 The board will consist of three members consisting of a presenting service county commissioner, a representative from the county road commission and the county drain commissioner. One member of the board should be certified under MCL 324.9123. In the event a member of appeal has an interest in the appeal, that member shall not take part. If more than one member has an interest in the appeal, the appeal board can not consider the appeal and the matter then must be appealed only to the Circuit Court.

14-302 The Appeal Board shall only take appeals from permit applicants or holders.

14-303 The County Board shall by majority vote of all commissioners elected, fill any vacancy on the Appeal Board for the duration of the unexpired term.

14-304 The County Board may remove any members of the Appeal Board for nonperformance of duties or misconduct upon a public hearing. Failure to regularly attend meetings or hearings of the Appeal Board shall be grounds for removal.

14-305 The County Board may set compensation and mileage for members of the Appeal Board, which shall not exceed that provided to members of the County Board. The County Board may appropriate funds for reimbursement to the members of the Appeal Board for such reasonable and necessary expenses, and if funding is approved, and upon approval by a majority vote of the County Board, members may be reimbursed for actual, reasonable and necessary expenses incurred in the discharge of their duties.

**SECTION 15
ADOPTION OF STATE RULES AND REGULATIONS**

15.101 This Ordinance adopts all sections of Part 91 and the rules and regulations promulgated under Part 91; however, to the extent that this Ordinance is more restrictive than, or is in conflict with Part 91 and the rules and regulations promulgated under Part 91, this Ordinance shall control.

15.102 This ordinance is more restrictive than Part 91 and the rules promulgated there under, however, this ordinance shall not be deemed to make lawful that which is unlawful under Part 91 and the rules promulgated under Part 91.

15.103 The soil erosion officer shall notify a person receiving a permit under the ordinance that the ordinance is more restrictive than Part 91 and the rules promulgated under Part 91.

**SECTION 16
SAVINGS CLAUSE**

16-100 Savings Clause

If any provision of this ordinance is declared by a court to be invalid, the invalid provision shall not affect the remaining provisions of the part that can be given effect without the invalid provision. The validity of the ordinance as a whole or in







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
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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
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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

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

Buildings, Lands & Infrastructure Committee minute attachments - 12/1/16

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