

Buildings, Lands & Infrastructure Committee

Ed Boettcher

Chuck Johnson, Chairman

Bryan Smith

Minutes August 30, 2016

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

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 written update in the agenda packets. He said the number of July permits was up from the previous year but the dollar amount was down. Mr. Haynes attributed this to the changes in the permit fees. The total number of Year to Date permits was 1,134.

4. Soil Erosion Control (SEC) Update

Heidi Shaffer, Soil Erosion Control Officer, had included an update with the agenda packets but did not appear at the meeting.

5. Forestry Update

Mike Meriwether, County Forester, was not present at the meeting.

6. Prince Timber Sale (see attached pgs. 5-6)

Pete Garwood, County Administrator, said a previous concern regarding the timber sale had been that to get to the property on which the timber sale will be taking place, the logging company would have to cross a property on which permission had not been granted by the owner. Since that time, Burt Thompson, Road Commission Manager, has verified that the road over that parcel of property is actually a County road and not simply a private easement.

Motion by Ed Boettcher, seconded by Bryan Smith, to recommend the Board of Commissioners authorize the Chairman to execute a timber sale with Eklund Forestry on the County owned property known as the “Prince Property” with the attached pricing structure. Motion carried – unanimous.

7. Parks Update

Eileen Wallick, Parks Manager, distributed a quote from Alpine Electric for replacing the electric pedestals (see attached pg. 7). It was noted that the total amount was over \$70,000 but that the amount approved in the 2017-2022 Capital Improvement Plan was \$50,000. Ms. Wallick said she expected to receive another quote. Ms. Wallick said the fall would be the ideal time for the project. In the fall there is no frost in the ground and there is less danger of spreading oak wilt.

Ms. Wallick distributed a spreadsheet showing that Barnes Park campground revenues were up more than \$17,000 from the previous year (see attached pg. 8). It was noted that the spreadsheet didn't show the receipts from 8-15 but that the totals were correct.

Ms. Wallick distributed photos of stairways at other parks in the area (see attached pgs. 9-10).

8. Operator of Dams Update

Mark Stone, Operator of Dams, said August had been a quiet month. Mr. Stone had said a variety of methods of removing the lead paint from the interior had been tried and that crushed walnut shells was turning out to be the best method. He indicated that the project might not be completed in 2016 and that he'd already discussed the issue with the Finance Director.

Mr. Stone said the Road Commission had begun work on replacing the culvert at Birch Lake, but had discovered that a gas main had been installed closer to the surface of the ground than expected. To replace the culvert, the Road Commission must now wait for DTE to lower the gas main. There is no date scheduled for that work.

9. Grass River Natural Area (GRNA) Update

Haley Breniser, Executive Director of GRNA, showed the Committee images of GRNA's new signage on the projection screen. The new signs will have small metal roofs and have a 20-year life expectancy; the posts are to be made of black locust. An installation date of October is expected.

Ms. Breniser said GRNA Educator James Dake has completed a Field Guide to Northwest Michigan. A first print run of 1200 is scheduled and hard copies will be sold in bookstores throughout the region for \$16. The book features GRNA throughout.

Other ongoing projects include working with SEEDS for invasive species removal at GRNA and removal of the dock and boardwalk on parcel 05-04-006-039-10, working with the Lions Club to apply for a grant that will upgrade the existing Perception Trail which is used by the vision-impaired and by school groups, completing a survey of invasive species on Finch Creek, and working toward maximum funding of the Dole matching grant.

10. Maintenance Update

Mr. Garwood noted the power outage on August 19; the courthouse had closed at 3:00 p.m. and the County Building closed at 3:30 p.m.

11. Commission on Aging (COA)

Nifty Thrifty

Judy Parliament, COA Director, asked the Committee for direction regarding a lease with a nonprofit that will take over the operations of the thrift store. Julie Palka, current Nifty Thrifty employee and one of the applicants for 501(c)3 status for the operations, said articles of incorporation have been filed with the State of Michigan and are waiting for approval from the Internal Revenue Service. She indicated that the Nifty Thrifty nonprofit can operate without IRS approval; if their 501(c)3 status is rejected by IRS only the receipts will be in question.

Mr. Garwood said a lease with a nonprofit Nifty Thrifty organization would be similar to the lease with the Senior Center. He added that the nonprofit will need to cover the cost of liability insurance and insuring the contents. The County will continue to carry building insurance. A number of grant sources were suggested to Ms. Palka and Ms. Guy; Rotary, North Sky, 2% Tribal Grants and the People's Fund of Great Lakes Energy.

**Motion by Ed Boettcher, seconded by Bryan Smith, to recommend the Board of Commissioners continue to pay the umbrella building insurance for the Maltby Building and that active certificate of liability insurance from the nonprofit organization be provided to the County.
Motion carried – unanimous.**

Bellaire Meal Site

Ms. Parliament said that at a previous Committee meeting, there had been concerns that installing a sign advertising the meal site at the COA building as the “Cayuga Street Café” would be competing with private enterprises. She said the proposed sign would be part of the COA’s existing sign.

Ms. Parliament added that she will be working with businesses in downtown Bellaire to add more restaurants to the meal voucher system.

Motion by Ed Boettcher, seconded by Bryan Smith, to recommend that the Board of Commissioners authorize an additional “sub-sign” that would be attached below the main Senior Center sign and would read “Cayuga Street Café”. Motion carried – unanimous.

12. Recycling

Physical Improvements at Recycling Sites

Janet Koch, Associate Planner, had included a memo in the agenda packets that summarized the request from Helena Township regarding the possibility of the County contributing to the cost of hard surface improvements to the recycling site adjacent to the Community Center. Ms. Koch had told the township that she would bring the question to the Committee.

It was the Committee’s consensus that it’s the township’s responsibility to maintain the recycling sites.

Ms. Koch said she’d been approached by a resident of Lakes of the North asking to have recycling bins placed inside the association. She will be working out the details with the association in future weeks and will bring the results to the Committee. Ms. Koch said she had already made contact regarding the additional bins. Mr. Bevelhymer indicated that American Waste could service the area for recycling. The existing contract calls for 8 recycling sites; there are currently only 7 sites.

Contract Renewal (see attached pg. 11):

Ms. Koch said Mark Bevelhymer of American Waste had provided a revised quote that adjusted the contract year to run with the County’s fiscal year. She said that in 2015, the October through December invoices were almost \$117,000.

Motion by Ed Boettcher, seconded by Bryan Smith, to recommend the Board of Commissioners authorize the Board Chairman to sign a 4-year contract extension with American Waste for County-wide recycling services with the addition of a termination clause at the following Not to Exceed costs:

- **October 1, 2016 - December 31, 2016 - \$115,000.00**
- **January 1, 2017 - December 31, 2017 - \$317,000.00**
- **January 1, 2018 - December 31, 2018 - \$326,000.00**
- **January 1, 2019 - December 31, 2019 - \$335,000.00**
- **January 1, 2020 - December 31, 2020 - \$339,000.00**

Motion carried – unanimous.

13. Various Matters

County-wide Aerial Photography

Ms. Koch said that staff at the State of Michigan's Department of Technology, Management and Budget is reviewing the digital orthophotography, which was collected in mid-April 2016. They review every seam line to ensure that buildings, tree lines, deviations in color tone, etc., are with acceptable limits. State staff also inspects color balance across the entire County and look into details such as eliminating glint off parked vehicles. County staff will be getting access to the quality control site. The final delivery date was not yet available.

Antrim Creek Natural Area

Ms. Koch said the Army Corps of Engineers has still not approved the permit modification request for the improvements to the boat landing.

Glacial Hills Update

Ed Boettcher said an event had been held the previous weekend at Glacial Hills, which had about 187 participants and had raised approximately \$1,000 for the organization. Mr. Boettcher noted that the infrared trail counters undercounted the racers. Data from the counters cite that there have been over 1,000 users per week on the trail.

Mr. Boettcher added that Glacial Hills will be listed with birdwatching associations and other groups and that Glacial Hills is gaining a reputation as the best-maintained trail system in the State.

Mancelona – October 8

Mr. Johnson said there will be a steam engine train ride that stops in Mancelona on October 8. Tickets are \$20.

14. Public Comment

None.

The meeting was adjourned at 11:45 a.m.

PRINCE TIMBER SALE AGREEMENT ANTRIM COUNTY FOREST LAND

This Agreement, entered into as of the ____ day of _____, 2016, is between ANTRIM COUNTY, 203 E Cayuga Street, PO Box 520, Bellaire MI, 49615 (hereinafter “SELLER”) and EKLUND FORESTRY, 1200 Vermeersch Road, Central Lake Michigan 4962 (hereinafter “PURCHASER”). Michael B. Meriwether, 4820 Stover Road, Bellaire, MI 49615 is the timber sale administrator of this Agreement acting for the SELLER (hereinafter “SELLER’S AGENT”).

The contract documents shall consist of this Agreement, a map of the Antrim County parcel PRINCE showing the designated harvest areas (attached as Exhibit A), and PURCHASER’S Insurance Certificate as required by the bid specifications (attached as Exhibit B).

The SELLER’S AGENT has designated trees by area or individual tree marking as specified below. SELLER agrees to sell and PURCHASER agrees to buy the timber specifically designated, and to perform all other requirements listed in this Agreement.

1. **Location:** The timber stumpage to be cut and removed is contained within the designated cutting areas within the following described parcel of land.

The E 1/4, NE ¼, SW ½, of Section 34, T.31N-R.08W Antrim County Michigan

2. **Designated Timber and Reserved Trees:** The **Sale Area** is approximately 20 acres in size and is bounded in Blue paint. All trees to be removed are marked on the stem and the stump in orange paint.
3. **Timber Volume and Utilization Standards:** This is a minimum down – cut and scale timber sale. The PURCHASER shall make its own independent assessment and determination of all aspects of the timber utilization specifications and volumes contained within the designated trees within the sales area.
4. **Performance Guarantee:** PURCHASER shall submit payment to the SELLER in the amount of **\$ 700.00** through the SELLER’S AGENT at the time of signing this Agreement (hereinafter “Performance Guarantee”). This shall be held by the SELLER’S AGENT to guarantee PURCHASER’S performance.

In the event of any breach of this Agreement by the PURCHASER, including but not limited to nonperformance, the SELLER may keep the Performance Guarantee and all advances made under this Agreement. The Performance Guarantee is neither liquidated damages nor a waiver by the SELLER of the right to seek other damages permitted by law.

SELLER'S AGENT will return this Performance Guarantee to PURCHASER at the end of this Agreement if PURCHASER has fulfilled all the terms of this Agreement.

5. **Payments:** In addition to the Performance Guarantee, PURCHASER shall pay the SELLER \$ 4,000.00 prior to the harvest of any wood products from the property. In the event that the harvested values of the wood products exceeds \$ 4,000.00, the PURCHASER & SELLER agree to the following stumpage prices:

Sugar Maple # 1 @ \$ 450.00 # 2 @ \$ 250.00 # 3 @ \$ 50.00 per 1 thousand bd. ft.
Ash & Basswood # 1 @ \$ 100.00 # 2,3's @ \$50.00 per 1 thousand bd.ft.
Beech tie cuts @ \$ 35.00 per cord.
All hardwood pulp @ \$ 10.00 per cord
Slicer veneer @ 80 % of market price, rotary veneer @ 50 % of market price.

All payment checks made to: **ANTRIM COUNTY**; 203 E Cayuga Street; PO Box 520; Bellaire, MI 49615.

6. **Time:** The PURCHASER shall complete all work no later than November 15 2017.
7. **Roads:** PURCHASER and SELLER'S AGENT shall mutually agree on access to timber. PURCHASER will pay all costs associated with gaining access. PURCHASER shall repair damage to any paved roadways, existing trails, and/or driveways.

SELLER or its SELLER'S AGENT retain the right of final approval for the location and design of any logging roads, skid trails, or yarding areas to be used in logging of said property. All logging debris accumulated at yarding areas or along roads and trails including bark, tops, slash, slasher ends, and bucking ends, must be scattered within the sale area or other designated areas.

Haul roads will be constructed and/or maintained by PURCHASER to provide a minimum running surface of ten feet in width. Clearing of brush and trees necessary to reconstruct or maintain the road is authorized, however, removal of merchantable timber requires the advanced approval of SELLER'S AGENT. All brush and tops must be disposed of off the road right-of-way. Haul roads may be graveled at PURCHASER'S sole cost and expense if necessary to improve access and use by PURCHASER. All road surfaces must be sufficiently graded and crowned to provide adequate drainage. Turnouts and log landings should be constructed and maintained to allow safe passage of other vehicles.

PURCHASER agrees that during and upon completion of logging operations, all road systems used during said logging operations shall be left in a condition which will allow the passage and normal use of a standard two-wheel drive motor vehicle. PURCHASER shall avoid operating equipment when soil conditions are such that excessive damage will result as determined by the SELLER'S AGENT.



Antrim County Barnes Park
 12298 Barnes Park Road
 Eastport, MI 49627

Date: 25 August 2016

We hereby propose to furnish material and labor to complete the work outlined herein for the sum of: SEE BELOW
 Payment to be made as follows: PROGRESS BILLINGS

It is agreed that a time price differential of 2% per month shall be added to all amounts due pursuant to this contract not paid within thirty (30) days of the date the initial invoice provided by Alpine Electric Corporation.

Alpine Electric is pleased to provide a **BUDGET** quotation for new electrical construction at your facility. Please review the following.

33 sites with 50-30-20 amp pedestals and 400 amp service

Clarifications

- Furnish and install new 400 amp underground service with raintight panelboard containing two 200 amp circuit breakers. This would be installed on a wooden back board.
- Installation of utility company metering cabinet or meter base.
- Rework existing circuit breaker loadcenters in bathhouse to feed a portion of the new pedestals.
- Furnish and install (vibratory plow) new 4/0 aluminum URD feeder cable as needed.
- #6 bare copper ground conductor as needed.
- Provide, install and terminate pedestals.
- Excavation, trenching, back fill and compaction. Restoration by others.
- Miss Dig application and coordination.
- Marking of existing underground customer owned cables.
- Coordination only with utility company.
- Antrim County Construction Code Office permit and inspections.

Price for the above work \$66,999.00

Alternates

- For 600 amp service to allow for future expansion please ADD to the amount above \$2,800.00
- For sealed engineered drawings required for services above 400 amps please ADD to the amount above. \$2,500.00
- For installation with underground raceways and individual conductors please ADD to the amount above. \$29,000.00

Notes

Restoration by others. Not responsible for damage to unmarked underground utilities. This proposal is subject to updates in pricing 30 days from the date above.

Exclusions

No utility company costs of any kind are included.
 Any work that is not described above.

Thank you for the opportunity to provide this quotation!

An electrician is required to be licensed under Act No. 217 of the Public Acts of 1956 as amended, being section 338.881 to 338.892 of the Michigan Compiled Laws. This CONTRACTOR is required to be licensed to provide the improvement contracted for by this Contract. This CONTRACTOR'S license number is 62-02909

Acceptance of Bid

The above specifications, terms and contract are satisfactory, and (I) (We) hereby authorize the performance of this work.

Date: 25 August 2016 Signed: *Mark B. Griner* Date: _____ Signed: _____

Mark B. Griner
Corporate Office

1670 Barlow
 P.O. Box 1065
 Traverse City, Mi. 49685
 Phone 231-947-3600
 800-514-1110
 Fax 231-947-7132

Customer
Northern Office

1868 O'Rourke Blvd
 Gaylord, Mi. 49735
 Phone 989-705-7778
 800-707-8319
 Fax 989-705-2267

BARNES RECEIPTS 2016

<u>TICKET #</u>	<u>TICKET AMOUNT</u>	<u>RESERVATIONS</u>	<u>SHOWERS COLLECTION</u>	<u>PAVILIONS RENT</u>	<u>DUMP STATION</u>	<u>FIRE-WOOD</u>	<u>ICE</u>	<u>CLOTHING SALES</u>	<u>COKE</u>	<u>TOTAL</u>	
05/31/16	26544	11,988.00	14,556.00	0.00	200.00	0.00	0.00	0.00	0.00	26,744.00	
06/15/16	4120	3,822.00	298.00	140.00	300.00	0.00	250.00	54.00	0.00	4,864.00	
06/30/16	22800	21,754.00	1,046.00	136.00	150.00	0.00	160.00	78.00	169.00	23,493.00	
07/15/16	24617	24,617.00	0.00	433.00	0.00	0.00	290.00	348.00	198.00	25,886.00	
07/31/16	34136	33,202.00	934.00	700.00	150.00	0.00	140.00	327.00	358.00	35,956.00	
08/31/16	23259	22,383.00	876.00	780.00	400.00	0.00	240.00	231.00	0.00	24,910.00	
09/15/16	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
09/30/16	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
10/20/16	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
YEAR TOTAL		145,192.00 total camping	17,710.00 162,902.00	2,189.00	1,200.00	300.00	1,295.00	1,415.00	944.00	145.00	170,390.00 170,390.00







August 26, 2016

Ms. Janet Koch – Associate Planner
County of Antrim
203 East Cayuga Street
Bellaire, MI 49615

Re: Recycling Drop-Off Recycling Services Contract Extension

Dear Ms. Koch,

We appreciate the relationship that we have developed with Antrim County since 2009 in offering single stream recycling to your residents. Since the conception of your recycling program the annual volumes year over year have continually increased resulting in a very successful recycling program that has been provided for the residents of Antrim County.

As you are aware, the current contact price of \$339,488.00 Not to Exceed has been in place since October 2014 and then on February 2015 we did a contract extension until September 30, 2016 for the same amount of \$339,488.00 Not to exceed. In every contract year since 2009, we have always exceeded the volume of recycled material (tonnage) in the contract year due to the success of the single stream recycling program.

We are proposing the following for the 4 year + 3 month contract extension which I will outline below:

October 1, 2016 – December 31, 2016	=	\$115,000.00 Not to Exceed
January 1, 2017 – December 31, 2017	=	\$317,000.00 Not to Exceed
January 1, 2018 – December 31, 2018	=	\$326,000.00 Not to Exceed
January 1, 2019 – December 31, 2019	=	\$335,000.00 Not to Exceed
January 1, 2020 – December 31, 2020	=	\$339,000.00 Not to Exceed

If you have any questions please let me know.

Regards,

Mark Bevelhimer
General Manager