

The meeting was called to order by the Vice-Chair at 7:02 p.m.

Members present: David Heeres, Joshua Watrous, Karen Bargo, Terry VanAlstine, Brenda Ricksgers, Dawn LaVanway, Jason Helwig, Christian Marcus.

Absent: Ed Boettcher.

The Pledge of Allegiance to the U.S. flag.

The Vice-Chair requested Public comment. Ed Niepoth, Supervisor, Kearney Township, addressed the Board on the Townships position of the Tax Tribunal case involving airplane hangars on leased land. Sheriff Bean introduced Deputy Skyler Skrobecki, and K-9 Officer Bricko. Public comment closed.

It was moved by Ricksgers, seconded by VanAlstine, to approve the agenda with an addition to the Finance Director Report to address a Budget Amendment for Fund #260 Indigent Defense Commission. Motion carried - all present voting yes.

It was moved by Marcus, seconded by Heeres, to approve the minutes of February 7, 2019 as corrected. Motion carried – all present voting yes.

#### LIAISON REPORTS

Commissioner LaVanway – Northern Lakes Economic Alliance (NLEA)  
Antrim County Road Commission

Commissioner Heeres – Economic Development Corporation/BRA Board

Mike Meriwether, County Forester presented an overview of The Grass River Natural Area negotiated timber sale.

It was moved by VanAlstine, seconded by Helwig, to approve the creation of an irregular part-time custodial/maintenance worker in the Commission on Aging department at the following wages scale:

Start @ \$14.62 6 Month @ \$15.19 1year @ \$15.80 2 Years @ \$16.37 and 3 Years @ \$16.95

Motion carried as follows: Yes – Heeres, Watrous, Bargo, VanAlstine, Ricksgers, LaVanway, Helwig, Marcus; No – None; Absent – Boettcher.

It was moved by LaVanway, seconded by Ricksgers, to approve the proposed amendment that would add a subsection to Section 3 Procedures of the Antrim County Purchasing and Bid Policy entitled, Emergency Spending Due to a Disaster or Emergency. Motion carried as follows: Yes – Heeres, Watrous, Bargo, VanAlstine, Ricksgers, LaVanway, Helwig, Marcus; No – None; Absent – Boettcher.

Vice-Chair announced that committee appointments **POSTPONED** to the March 7, 2019 Board meeting.

It was moved by LaVanway, seconded by VanAlstine, that the Claims and Accounts in the amount totaling \$48,381.92 be approved and paid. Motion carried as follows: Yes – Heeres, Watrous, Bargo, VanAlstine, Ricksgers, LaVanway, Helwig, Marcus; No – None; Absent – Boettcher.

It was moved by LaVanway, seconded by Watrous, to authorize the Vice Chair of the Board of Commissioners to execute the Verizon Letter of Authorization free Enterprise Messaging Service for public safety. Motion carried as follows: Yes – Heeres, Watrous, Bargy, VanAlstine, Ricksgers, LaVanway, Helwig, Marcus; No – None; Absent – Boettcher.

It was moved by Heeres, seconded by Ricksgers, to approve the “transfer out” of \$4,285.15 from the 2019 General Fund Dept. #967, the “transfer in” to Energy Saving Fund #242 Revenue, and budget amendments for the General Fund Dept. #967 expenditure and Fund #242 revenue. Motion carried as follows: Yes – Heeres, Watrous, Bargy, VanAlstine, Ricksgers, LaVanway, Helwig, Marcus; No – None; Absent – Boettcher.

It was moved by Marcus, seconded by Ricksgers, to authorize the Board Vice-Chairperson to execute an Agreement with East Bay Medical for services related to the Antrim County Drug and Alcohol Testing Program and Pre-employment Physical Exams. Motion carried as follows: Yes – Heeres, Watrous, Bargy, VanAlstine, Ricksgers, LaVanway, Helwig, Marcus; No – None; Absent – Boettcher.

It was moved by VanAlstine, seconded by Ricksgers, to change the Friday, July 5, 2019 at 9:00 a.m. Board of Commissioners regular meeting to Wednesday, July 3, 2019 at 9:00 a.m. Motion carried as follows: Yes – Heeres, Watrous, Bargy, VanAlstine, Ricksgers, LaVanway, Helwig, Marcus; No – None; Absent – Boettcher.

It was moved by LaVanway, seconded by VanAlstine, to approve the purchase of four (4) new 911 desk stations from Office Anything at a cost of \$5,400.00, the cabling and mounting of monitors at a cost of \$6,420.00, electronic work by Arndt Electric at a cost of \$3,805.00, and \$1,130.00 for drywall, paint and ceiling tile replacement for a total cost of \$16,955.00 as budgeted. Motion carried as follows: Yes – Heeres, Watrous, Bargy, VanAlstine, Ricksgers, LaVanway, Helwig, Marcus; No – None; Absent – Boettcher.

It was moved by LaVanway, seconded by Marcus, to allow Art Rapids! to schedule the following 2019 events at the Elk Rapids Day Park:

- Art Camp, July 22-26 from 9:00 a.m. to 4:30 p.m.
- Concert Date, July 18

Motion carried as follows: Yes – Heeres, Watrous, Bargy, VanAlstine, Ricksgers, LaVanway, Helwig, Marcus; No – None; Absent – Boettcher.

It was moved by Heeres, seconded by Watrous, to approve the purchase of a large format multi-function printer (printer, plotter, scanner) for the Building Department at a cost of \$7,877.00 from Applied Images and to direct Deb Haydell, Finance Director/Chief Administrative Officer of the Budget to make a 2019 budget amendment to increase the Construction Code Enforcement Fund #249, expenditure capital outlay (#249-901-980.000) for \$7,877.00 with funding to come from Fund #249 fund balance.

Discussion followed.

**No Vote.**

It was moved by VanAlstine, seconded by Marcus to **POSTPONE** the approval to purchase a large format multi-function printer (printer, plotter, scanner) for the Building Department at a cost of \$7,877.00 from Applied Images and to direct Deb Haydell, Finance Director/Chief Administrative Officer of the Budget to make a 2019 budget amendment to increase the Construction Code Enforcement Fund #249, expenditure capital outlay (#249-901-980.000) for \$7,877.00 with funding to come from Fund #249 fund balance to the March 7, 2019 meeting of the Board to allow additional information to be provided to the Board. Motion as follows: Yes – Watrous, VanAlstine, LaVanway, Helwig, Marcus; No – Heeres, Bary, Ricksgers; Absent – Boettcher.

County Administrator, Peter Garwood written report:

- Monthly Report – Discussion followed.
- Bellaire Dam Inspection Report – Informational
- Inclement Weather Policy - Informational

Human Resources, Stephanie Murray presented report:

- New hire Antrim County Airport and Airport Mediation scheduled February 27
- County positions open - 5
- Personnel Handbook - status
- HB No. 1175 “paid medical leave act”
- Performance Evaluations – status

Chief Administrative Officer, Deb Haydell presented finance reports:

- Budget Amendments – Secondary Roads/Probate Court: Wages/Operator of Dams/Byce & Associates/Disaster Contingency Fund - Emergency Services #258/Airport Fund #581/Fund #260 Indigent Defense Commission Fund
- Cost analysis provided to County Administration - Inclement Weather

Monthly Reports Submitted: Informational

- Antrim County Emergency Services
- Antrim County Building Department
- Antrim County Conservation District: Forester and Forestry/Soil Erosion
- Antrim County Sheriff: Animal Control and E-911 Township Statistics

It was moved by Heeres, seconded by Marcus, to authorize Deb Haydell, the Finance Director/Chief Administrative Officer to make a 2019 budget amendment to increase the General Fund Reserve Secondary Roads (101-000-545.020), in the amount of \$9,300.00 for a total annual reserve amount of \$44,175.00. Motion carried as follows: Yes – Heeres, Watrous, Bary, VanAlstine, Ricksgers, LaVanway, Helwig, Marcus; No – None; Absent – Boettcher.

It was moved by VanAlstine, seconded by Helwig, to authorize Deb Haydell, the Finance Director/Chief Administrative Officer to make a 2019 budget amendment to increase General Fund expenditures, Secondary Roads, equipment (101-334-980.000) in the amount of \$2,500.00 and Overtime and Holiday line item #709 (101-334-709) in the amount of \$6,800.00 not to exceed \$9,962.00. Motion carried as follows: Yes – Heeres, Watrous, Bary, VanAlstine, Ricksgers, LaVanway, Helwig, Marcus; No – None; Absent – Boettcher.

It was moved by VanAlstine, seconded by Ricksgers, to authorize Deb Haydell, the Finance Director/Chief Administrative Officer to make a 2019 budget amendment to increase the General Fund, expenditure, Probate Court, Employee Annuity Benefit (101-148-714.000) in the amount of \$3,963.76 and decrease the General Fund expenditure, Family Division Circuit Court, Employee Annuity Benefit (101-132-714.000) in the amount of \$3,963.76. Motion carried as follows: Yes – Heeres, Watrous, Bary, VanAlstine, Ricksgers, LaVanway, Helwig, Marcus; No – None; Absent – Boettcher.

It was moved by Helwig, seconded by Ricksgers, to authorize Deb Haydell, the Finance Director/Chief Administrative Officer to make a 2019 budget amendment transfer to increase the General Fund Revenue (101-000-699.142), in the amount of \$700.00 from the DAMS Reserve Fund #142, and transfer out to the General Fund (142-966-956.101) in the amount of \$700.00. Then a budget amendment to increase the expenditure account General Fund, Dams and Dams Operator, Contractual Service (101-442-802), in the amount of \$700.00. Motion carried as follows: Yes – Heeres, Watrous, Bary, VanAlstine, Ricksgers, LaVanway, Helwig, Marcus; No – None; Absent – Boettcher.

It was moved by Marcus, seconded by Heeres, to authorize Deb Haydell, Finance Director/Chief Administrative Officer to make a 2019 budget amendment to increase General Fund, Capital Outlay, County Building (101-901-980.265) in the amount of \$4,000.00 for Byce and Associates for the proposal of Village and Community Group Option WW, which will be the County Option I. Motion carried as follows: Yes – Heeres, Watrous, Bary, VanAlstine, Ricksgers, LaVanway, Helwig, Marcus; No – None; Absent – Boettcher.

It was moved by VanAlstine, seconded by Helwig, to authorize Deb Haydell, Finance Director/Chief Administrative Officer to make a 2019 budget amendment to increase Fund #258, Emergency Services, Contractual Services (#258-426-802), in the amount of \$245.00 and that the Revenue Budget be increased in the amount of \$245.00 for Fund #258, Revenue, charge of services (#258-000-616), and the Emergency Services Director having authorized an invoice to the apartment owners, KMG Prestige for this expenditure. Motion carried as follows: Yes – Heeres, Watrous, Bary, VanAlstine, Ricksgers, LaVanway, Helwig, Marcus; No – None; Absent – Boettcher.

It was moved by VanAlstine, seconded by Ricksgers, to authorize Deb Haydell, Finance Director/Chief Administrative Officer to make a 2019 budget amendment to increase Fund #581, the Antrim County Airport Enterprise Fund, Contractual Services (#581-295-802) in the amount of \$4,640.00 and decrease the line items of Deputy II (#581-295-704.000) in the amount of \$2,983.00, Other Wages in the amount of \$1,327.00 (581-295-707), and FICA in the amount of \$330.00 (#581-295-715.000). Motion carried as follows: Yes – Heeres, Watrous, Bary, VanAlstine, Ricksgers, LaVanway, Helwig, Marcus; No – None; Absent – Boettcher.

It was moved by VanAlstine, seconded by Marcus, to authorize Deb Haydell, Finance Director/Chief Administrative Officer to make a 2019 budget amendment, to increase Fund #260 Michigan Indigent Defense Commission, expenditure, transfer out (260-967-999.101) in the amount of \$14,539.40 and increase the General Fund, Revenue, transfer in (101-000-699.260) in the amount of \$14,539.40. Motion carried as follows: Yes – Heeres, Watrous, Bary, VanAlstine, Ricksgers, LaVanway, Helwig, Marcus; No – None; Absent – Boettcher.

It was moved by Helwig, seconded by Heeres, to authorize Deb Haydell, Finance Director/Chief Administrative Office to make a 2019 budget amendment to increase Fund #260, Indigent Defense Commission, Revenue (#260-000-539.000) in the amount of \$153,569.00 and increase Revenue Fund #260, (#260-000-699.161) in the amount of \$73,431.00 and increase Fund #161, Grant Match Reserve, Appropriation (#161-966-956.260) in the amount of \$73,431.00. Motion carried as follows: Yes – Heeres, Watrous, Bargy, VanAlstine, Ricksgers, LaVanway, Helwig, Marcus; No – None; Absent – Boettcher.

It was moved by VanAlstine, seconded by Helwig, to authorize Deb Haydell, Finance Director/Chief Administrative Officer to make a 2019 budget amendment to increase Fund #260, Indigent Defense Commission, Circuit Court, Contractual Services (#260-131-802) in the amount of \$116,000.00 and Fund #260, District Court, Contractual Services (#260-136-802.000) in the amount of \$116,000.00. Motion carried as follows: Yes – Heeres, Watrous, Bargy, VanAlstine, Ricksgers, LaVanway, Helwig, Marcus; No – None; Absent – Boettcher.

The Vice-Chair offered report for Chairman:

- Continue negotiating with the Sheriff Command Unit
- Upcoming Airport mediation
- Stipend comparison per 2018 request of the Sheriff
- Personnel Handbook – Human Resources Director working on timeline
- Reminder – Next meeting Appointments of members to the following: Antrim County Housing Committee, Veterans Affairs Board, Capital Improvement Planning Committee, Antrim Creek Natural Area Commission, Area Agency on Aging of Northwest Michigan Board of Directors

#### **MOTION AMENDMENT:**

**It was moved by VanAlstine, seconded by Watrous, to AMEND the motion approved at the meeting of the Board of Commissioners at the February 7, 2019 as follows:**

It was moved by VanAlstine, seconded by Watrous, that the Board approve a “Non-Commercial Sale” harvest of forest products from county-owned Grass River Natural Area to be negotiated by the County Forester in conjunction with the Administration Department, Antrim County Road Commission, and Grass River Natural Area, Inc. **and authorize the Chair to execute the agreement once negotiated.** Motion carried as follows: Yes – Watrous, Bargy, Boettcher, VanAlstine, Ricksgers, LaVanway, Helwig, Marcus; No – Heeres; Absent – None.

**Motion carried as follows:** Yes – Heeres, Watrous, Bargy, VanAlstine, Ricksgers, LaVanway, Helwig, Marcus; No – None; Absent – Boettcher.

Deputy County Administrator, Mathew Cooke reported that the Antrim County Website is currently being up-dated.

The Vice-Chair requested Public Comment. David Schulz addressed the Board regarding Employee Evaluations and offered suggestions in the search to replace the position of Deputy County Administrator. Public Comment closed at 8:54 p.m.

The meeting adjourned at 8:55 p.m.

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Vice-Chairperson, Karen Bargy

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County Clerk, Sheryl Guy