

SPECIAL MEETING

This meeting was conducted via Zoom per Governor Gretchen Whitmer’s executive orders during the COVID-19 (Coronavirus) Pandemic.

The Chairman called the meeting to order at 9:02 a.m.

Present:

Remote: David Heeres, Joshua Watrous, Karen Bargy, Ed Boettcher, Terry VanAlstine, Brenda Ricksgers, Dawn LaVanway, Jason Helwig and Christian Marcus.

Absent: None.

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

The Chairman requested Invocation: Moment of Silence.

The Chairman addressed the Board and the public attending the virtual webinar meeting by video and/or phone. Deputy Administrator, Jeremy Scott will assist with public comment by screening the public in order of attendance by calling out phone numbers. Deputy Administrator, Jeremy Scott will assist Board members that experience technical difficulties.

The Chairman requested Public Comment. Brad Glasson Energy Consultant from USA Lighting Group addressed the Board LED Lighting Project rebate. Dan Bean, Sheriff addressed the Board on the three (3) Union contracts in his department and does not oppose front line hazardous pay due to COVID 19. Patty Niepoth, Register of Deeds addressed the Board in support of the County Building to encourage security project. Sherry Comben, County Treasurer addressed the Board in support of the security project and the L4029- 2020 Millage Rate. Roll call of public attending the meeting via Zoom identified that they were present with no public comment. Public Comment closed at 9:13 a.m.

Moved by Bargy, seconded by VanAlstine, that the Board approve the revised agenda. Roll call vote as follows: Yes – Heeres, Watrous, Bargy, Boettcher, VanAlstine, Ricksgers, LaVanway, Helwig, Marcus. No – None; Absent – None.

Moved by VanAlstine, seconded by LaVanway, that the Board approve the minutes of the May 7, 2020 special meeting as corrected. Roll call vote as follows: Yes – Heeres, Watrous, Bargy, Boettcher, VanAlstine, Ricksgers, LaVanway, Helwig, Marcus. No – None; Absent – None.

Moved by Heeres, seconded by Watrous, that the Board approve the minutes of the May 13, 2020 special meeting as written. Roll call vote as follows: Yes – Heeres, Watrous, Bargy, Boettcher, VanAlstine, Ricksgers, LaVanway, Helwig, Marcus. No – None; Absent – None.

COMMUNICATIONS/NOTICES

There was none.

LIAISON REPORTS:

Commissioner VanAlstine – Grass River Natural Area update

Commissioner Helwig – Antrim Conservation District update

Commissioner Marcus – Michigan Association of Counties update

COMMITTEE REPORTS:

Commissioner Bary – Park & Recreation Subcommittee update

The Chairman addressed the **MPSCS 800 Mobile Radio Project – Bid Award** postponed from the March 19, 2020 Board meeting.

Commissioner Bary addressed the Chair on the Board Procedures: No member shall speak more than twice on the same question and that the members be allowed all to ask as many questions as needed. The Chair had no objections.

The Chair announced that the representatives from both Otec Communications and Grand Traverse Mobile are scheduled to present their proposal and bid for equipment and services for the Antrim County MPSCS Radio Project 2020.

Otec Radio, Radio Communications Sales and Service:

Project Manager, Phillip VanDenBerge addressed the Board to present the Otec proposal and bid.

- Board members question and answer period.

Grand Traverse Mobile Communications, Inc.:

Project Manager, Neil Pickard addressed the Board to present the Grand Traverse Mobile proposal and bid.

- Board members question and answer period.

Sgt. Mike Gank addressed the Board on the two (2) proposals.

Discussion followed.

Moved by Marcus, seconded by VanAlstine, that the Board approve contracting with Otec, Radio Communication Sales and Service and accept bid in the amount of \$263,542.50 for the budgeted purchase of MPSCS radios for the Antrim County fire service voice communications, and to approve the release of funds from E-911 Wireless Fund, Capital Outlay GL#262-901-980.348. Roll call vote as follows: Yes – Watrous, Bary, Boettcher, VanAlstine, Ricksgers, LaVanway, Helwig, Marcus. No – Heeres; Absent – None.

Moved by Marcus, seconded by Ricksgers, that the Board approve the quote for cabling from Feyen-Zylstra in the amount of \$11,555.00, the quote for locksmith services from TKS Security in the amount of \$14,935.00, and the quote for hardware from Kintronics in the amount of \$33,987.00 (a unique hardware vendor) and Kintronics quote for card printer and software (key fobs, badges, id printer and tools for the County Building Security project) at a cost of \$3,773.00 totaling \$37,760.00, security project, total cost not to exceed \$64,250.00, as budgeted in General Fund, Capital Outlay, Equipment, County Building (101-901-980.265). Roll call vote as follows: Yes – Heeres, Watrous, Bary, Boettcher, Ricksgers, Helwig, Marcus. No – VanAlstine, LaVanway; Absent – None.

Moved by Heeres, seconded by VanAlstine, that the Board approve Claims and Accounts in the amount totaling \$52,642.70 be approved and paid, (reviewed by Board Chair, County Administrator, and Finance Director). Roll call vote as follows: Yes – Heeres, Watrous, Bary, Boettcher, VanAlstine, Ricksgers, LaVanway, Helwig, Marcus. No – None; Absent – None.

Moved by Helwig, seconded by VanAlstine, that the Board authorize the Sheriff Office - 9-1-1 Dispatch to pursue a grant for the upgrade of 9-1-1 answering equipment, upgrade cost estimated at \$8,774.00 with County cost share of \$877.00. Roll call vote as follows: Yes – Heeres, Watrous, Bary, Boettcher, VanAlstine, Ricksgers, LaVanway, Helwig, Marcus. No – None; Absent – None.

Moved by VanAlstine, seconded by Ricksgers, that the Board approve a budget amendment not to exceed \$34,348.00 with the funding source to be the E-911 Wireless Fund, #262 fund balance to hire the engineering company Televate to produce a comprehensive plan and Request for Proposal (RFP) to migrate the existing VHF radio system to the Televate VHF/800 MHz Hybrid paging plan. Roll call vote as follows: Yes – Heeres, Watrous, Boettcher, VanAlstine, Ricksgers, LaVanway, Helwig, Marcus. No – Bary; Absent – None.

Moved by VanAlstine, seconded by Helwig, that the Board approve the 2020 Tax Rate Request (L-4029) and that the County operating millage be set at 5.3379 mill, the Commission on Aging at 0.3953 mill, Meadow Brook Medical Care Facility at 0.9885 mill, Antrim Conservation District at 0.0987 mill, E-911 at 0.04942, and the Recycling millage at 0.1950 mill and to authorize the Board Chairman and County Clerk to execute the L-4029 Tax Rate Request. Roll call vote as follows: Yes – Heeres, Watrous, Bary, Boettcher, VanAlstine, Ricksgers, LaVanway, Helwig, Marcus. No – None; Absent – None.

Moved by Bary, seconded by Ricksgers, that the Board authorize the Board Chair to execute the Independent Contractor Appraisal Agreement between Antrim County and RFE, LLC to perform the statutory appraisal services for the Equalization Department for 2020 be approved at a cost not to exceed \$15,000.00, as budgeted in the General Fund, Equalization, Contractual Services – Appraiser (101-257-802.008). Roll call vote as follows: Yes – Heeres, Watrous, Bary, Boettcher, VanAlstine, Ricksgers, LaVanway, Helwig, Marcus. No – None; Absent – None.

Moved by VanAlstine, seconded by Helwig, that the Board authorize the Commission on Aging Director to sign the Memorandum of Agreement between the Michigan Department of Health and Human Services Aging and Adult Services Agency and Antrim County Commission on Aging, to distribute Senior Project Fresh Coupons between May 1, 2020, and September 30, 2020, for redemption during the period May 1, 2020, through October 31, 2020. Roll call vote as follows: Yes – Heeres, Watrous, Bary, Boettcher, VanAlstine, Ricksgers, LaVanway, Helwig, Marcus. No – None; Absent – None.

Moved by Helwig, seconded by VanAlstine, that the Board authorize the promotion of Amy Tate from Clerk II to Clerk I at the (1-year step) at the Commission on Aging beginning the first full pay period of July 2020. Roll call vote as follows: Yes – Heeres, Watrous, Bary, Boettcher, VanAlstine, Ricksgers, LaVanway, Helwig, Marcus. No – None; Absent – None.

Moved by Bary, seconded by Helwig, that the Board approve to **RESCIND MOTION** approved at the April 23, 2020 meeting as follows:

Moved by LaVanway, seconded by VanAlstine, that the Board approve to move forward with Broadband pre-engineering plan with Northern Lakes Economic Alliance Broadband Consortium staff, Eric Grandstaff preparing the pre-engineering plan and authorize funding for initial study not to exceed \$10,000.00.

Roll call vote as follows: Yes – Heeres, Watrous, Bary, Boettcher, VanAlstine, Ricksgers, LaVanway, Helwig, Marcus. No – None; Absent – None.

Discussion followed.

BROADBAND ENGINEERING AND GRANT APPLICATION – NO ACTION

The Chairman asked that the County Administrator and Deputy Administrator continue to work on a recommendation for Broadband and present to the Board.

The Chairman addressed the Board on the temporary suspension of the Board of Commissioner Rules at the March 19, 2020 Board meeting due to COVID 19/Coronavirus pandemic. The Chair calls/deems it appropriate to resume the regularly scheduled meeting dates with meetings to be conducted via Zoom webinars through June 30, 2020 per Executive Order. Other temporary suspensions and Annual Reports.

Discussion followed.

Moved by Bargy, seconded by Marcus, to reinstate the Board Rules regarding approval of capital outlay expenditures, contracts, and bids and to resume regular meeting dates on the 1st and 3rd Thursday of each month with both meetings to begin at 9:00 a.m. via Zoom webinars until June 30. Roll call vote as follows: Yes - Heeres, Bargy, Boettcher, Ricksgers, Marcus; No – Watrous, VanAlstine, LaVanway, Helwig; Absent – None.

Moved by Bargy, seconded by VanAlstine, that the Board approve to lift the temporary suspension of #1 Budget Resolution that authorizes the Chair of the Board, County Administrator, and the Finance Director to approve Claims and Accounts effective June 30, 2020. Roll call vote as follows: Yes – Heeres, Bargy, Boettcher, VanAlstine, Ricksgers, LaVanway, Helwig, Marcus; No – Watrous; Absent – None.

Carol Stocking, District Court Administrator – Magistrate Appointment

Moved by Helwig, seconded by Ricksgers, that the Board approve the appointment recommendation by the judges of the 86th District Court of Jessica Allmand as Magistrate in Antrim County. Roll call vote as follows: Yes – Heeres, Watrous, Bargy, Boettcher, VanAlstine, Ricksgers, LaVanway, Helwig, Marcus. No – None; Absent – None.

Moved by VanAlstine, seconded by Marcus, that the Board approve the Antrim County Treasurer, 2019 Annual Report as written. Roll call vote as follows: Yes – Heeres, Watrous, Bargy, Boettcher, VanAlstine, Ricksgers, LaVanway, Helwig, Marcus. No – None; Absent – None.

EMERGENCY OPERATIONS UPDATE COVID 19 REPORT: Leslie Meyers

Antrim County Emergency Services Coordinator and Emergency Operations Center COVID-19 Operations: Functions, objectives, donations, Antrim County Promise (template) for services for recovery planning addressing the current Executive Orders through May 20, 2020. Vision and Goals Planning.

- Local Government Recovery
- Economic Recovery
- Community Recovery
- Preparing for County Building reopening tentatively set for June 15.
 - Commissioner Marcus – COVID-19 Preparedness and Response Plan and Antrim Promise questions and recommendations.

EMERGENCY OPERATIONS UPDATE COVID 19 REPORT – Continued.

- Clarification two separate documents COVID-19 Preparedness and Response Plan added under various matters on the revised agenda.

Discussion followed.

Peter Garwood, County Administrator addressed the Board with his report.

Commissioner Boettcher experienced technical difficulties and lost connection
Commissioner Bargy assumed the position of Chair
Commissioner Boettcher reconnected and assumed the Chair.

Discussion followed. Board members questions and input.

REPORTS:

Airport Financials, Taxiways A & B Project Update
Antrim County Transportation Financials
Building Department Financials and Inspection Report
Commission on Aging Financials
Soil Erosion Control Officer Update

Discussion followed.

Brad Rizzo, Finance Director addressed the Board with his report.

Revenue and Expenditure Report – April 2020
Budget Amendment Affirmations

Moved by VanAlstine, seconded by Helwig, that the Board affirm budget amendment to purchase beetles as a biological control to purple loosestrife on county owned parcels, with an increase of \$1,400.00 to General Fund, Special Projects – Invasive Species (101-895-956.029), with funding to come from the General Fund, fund balance.

Custer Township: Parcel #05-04-007-011-10, #05-04-007-007-00 and #05-04-007-013-00 (along Grass River), Echo Township: Parcel #05-05-008-031-00 (along Six Mile Lake), Forest Home Township: #05-07-225-009-00 (along Grass River), Helena Township: Parcel #05-08-012-001-00 and #05-08-013-0001-00 (along Grass River).

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

Moved by Bargy, seconded by VanAlstine, that the Board authorize/affirm the budget amendment to Fund #351 Meadow Brook Project Debt Retirement, to recognize the 2020 Limited Tax Obligation Refunding Bond through the recognition of the funding debt and premium, the refunded debt, and associated bond issuance costs for the Meadowbrook Medical Care Facility bond refunding project in accordance with generally accepted accounting principles (GAAP).

Increase: 351000-000-698.000 – Refunding Debt \$7,665,000.00
 351000-000-698.002 – Bond Premium \$1,076,550.15
 351000-966-991.001 – Refunded Debt \$9,621,125.00
 351000-671-994.001 – Bond Issue Cost \$ 116,061.96
 Decrease: 351000-000-390.000 – Fund Balance of \$ 995,636.81
 (\$1,000,000 transfer from Meadow Brook Care Facility less \$4,363.19 in excess funds).

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

Moved by Bargy, seconded Helwig, that the Board affirm budget amendment to reconcile the plowing budget to the contract amounts for the Bank and County Buildings. Budget amendment in the amount of \$4,500.00 from the General Fund, fund balance to the General Fund, County Building, Plowing (101-265-931.000), \$3,500.00 for the Bank Building and \$1,000.00 County Building. Roll call vote as follows: Yes – Heeres, Watrous, Bargy, Boettcher, VanAlstine, Ricksgers, LaVanway, Helwig, Marcus. No – None; Absent – None.

Chair Report, Commissioner Boettcher

- Annual Report from outside agencies submission discussion
- Reduce time limit

Discussion followed.

Moved by VanAlstine, seconded by Watrous, that due to COVID-19 that the Board suspend the Annual Report Resolution #04-2020 as adopted and for the calendar year 2020 and allow outside agencies to submit their Annual Reports in writing or in person with a time limit of ten (10) minutes. Roll call vote as follows: Yes – Heeres, Watrous, Bargy, Boettcher, VanAlstine, Ricksgers, LaVanway, Helwig, Marcus. No – None; Absent – None.

REPORTS:

Sheriff - Township Statistics

Sheriff - Animal Control Statistics

Discussion followed. Sheriff - Incident - Horse update

County Treasurer – 1st Quarter Banking Report

VARIOUS MATTERS:

Resolution to Open Antrim County – No Action

Budget Amendment – Michigan Veterans Affairs Agency Grant

Moved by Bargy, seconded by Helwig, that the Board affirm the acceptance of grant award and approve budget amendment for the 2020 Veteran’s Affairs Michigan Veterans Affairs Agency (MVAA) grant as follows:

Revenue:	State Grants MVAA	101-000-553.000	\$ 61,226.65
Expenditures:	Advertising	101-682-802.801	\$ 2,250.00
	Capital Outlay	101-901-980.682	\$ 44,500.00
	Mileage	101-682-866.001	\$ 2,068.62
	Equipment	101-682-980.003	\$ 5,336.08
	Travel	101-682-861.002	\$ 6,021.95
	Conferences	101-682-862.001	\$ 1,050.00

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

COVID-19 PREPAREDNESS AND RESPONSE PLAN: Draft proposal
 Review and discussion. Reference guide of understanding of orders

Commissioner VanAlstine left meeting at 3:20 p.m.
 Commissioner Helwig left meeting at 3:36 p.m.

Moved by Bargy, seconded by Ricksgers, that the Board approve the Antrim County COVID-19 Preparedness and Response Plan as amended to meet the Governor’s Executive Order, to ensure sound procedures and adequate protections are in place for the Antrim County public and employees, and to meet the deadline for plan implementation by June 1, 2020 and authorize future amendments to incorporate future statutory, Health Department and the Governor’s Executive Orders. Roll call vote as follows: Yes – Heeres, Watrous, Bargy, Boettcher, Ricksgers, LaVanway, Marcus. No – None; Absent – VanAlstine, Helwig.

The Chair requested Public comment. Deputy Administrator, Jeremy Scott will assist with public comment by screening the public in order of attendance by calling out phone numbers. Eileen Wallick, Park Manager addressed the Board on refusing campers during holiday weekend. Judy parliament, COA Director addressed the Board to thank them for their support and announced that COA is very busy serving meals and offers curbside service. Michael Lee addressed the Board on the contract for MSPCS Mobile Radios and the Board did not observe the recommendation of the 911 Board and Sgt. Gank. Sherry Comben, County Treasurer thanked the Board for deciding to move forward with security project and that information forthcoming on auction on the website. Roll call of the remaining public attending the meeting via Zoom identified that they were present with no public comment. Commissioner Watrous and Marcus both spoke on COVID-19 and government controls. Public Comment closed at 3:42 p.m.

The meeting adjourned at 3:53 p.m.

 County Clerk, Sheryl Guy

 Chair, Edgar Boettcher