

The Chairman called the meeting to order at 9:00 a.m.

Members present: David Heeres, Joshua Watrous, Karen Bargy, Ed Boettcher, Terry VanAlstine, Brenda Ricksgers, Dawn LaVanway, Jason Helwig.

Absent: Christian Marcus

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

Moment of Silence.

Commissioner Marcus arrived to meeting at 9:06 a.m.

The Chairman requested Public Comment. Dave Christian addressed the Board to update them on the Lake Level Hydrology Study status. Jen Wright addressed the Board to support the Antrim County Parks and Recreation Plan. Public comment closed at 9:08 a.m.

It was moved by VanAlstine, seconded by Ricksgers, to approve the agenda as presented. Motion carried – all present voting yes.

It was moved by LaVanway, seconded by Watrous, to approve the minutes of the October 17, 2019 meeting with correction. Motion carried – all present voting yes.

It was moved by LaVanway, seconded by Boettcher, to approve the minutes of the October 21, 2019 special meeting as written. Motion carried – all present voting yes.

It was moved by Bargy, seconded by Heeres, to approve the minutes of the October 29, 2019 Special Meeting with correction. Motion carried – all present voting yes.

It was moved by VanAlstine, seconded by Heeres that the closed session minutes of October 17, 2019 be approved as written. Motion carried – All present voting yes.

COMMUNICATIONS/NOTICES:

County Administrator, Pete Garwood addressed a communication received from a resident in appreciation of the assistance provided by the Antrim County Soil Erosion Officer.

LIAISON REPORTS:

- Commissioner VanAlstine – Grass River Natural Area
- Commissioner LaVanway – NLEA
- Commissioner Ricksgers – Antrim County Fair Board
- Commissioner Helwig – Antrim Conservation District/Wetzel Lake
- Commissioner Marcus – Public Information Officer training

It was moved by Bargy, seconded by Ricksgers, that the Board authorize the County Administrator to acknowledge receipt of the engagement letter with S&P Global indicating the County of Antrim is ready to proceed with the rating engagement for the Meadow Brook bond refunding in the amount of \$16,000.00 to be rolled into the total bond-refunding project. Motion carried as follows: Yes – Heeres, Watrous, Bargy, Boettcher, VanAlstine, Ricksgers, LaVanway, Helwig, Marcus; No – None; Absent – None.

It was moved by Marcus, seconded by VanAlstine, that the Board approve the Antrim County Grounds Use Rules and Procedures Policy and Application for Use of Antrim County Grounds as presented. Motion carried – all present voting yes. **Exhibit “A”**

The Chairman appointed Diana Kelly to the Department of Health and Human Services/Meadowbrook Governing Board for a period of (4) four years term: 11/01/2019 through October 31, 2023.

It was moved by VanAlstine, seconded by Helwig, that the Board accept the Chairman’s appointment of Diana Kelly to the Department of Health and Human Services/Meadowbrook Governing Board for a period of 3 years: term 10/31/2019 through 10/31/2022. Motion carried – all present voting yes.

It was moved by Ricksgers, seconded by Watrous, that the Board approve Claims and Accounts in the amount of \$115,930.17 be approved and paid. Motion carried as follows: Yes – Heeres, Watrous, Bary, Boettcher, VanAlstine, Ricksgers, LaVanway, Helwig, Marcus; No – None; Absent – None.

2019 Equalization Report Revision – November Election results – Jamie Houserman

It was moved by Heeres, seconded by Ricksgers, that the Board adopt the revised L-4022 statement showing Taxable Valuation and Mills Apportioned by the Antrim County Board of Commissioners for the year 2019 and authorize Lynette Girard, Equalization Director to sign the revised L-4022, thereby authorizing and directing the various assessing officers to spread the rates against the taxable valuation for 2019. Motion carried as follows: Yes – Heeres, Watrous, Bary, Boettcher, VanAlstine, Ricksgers, LaVanway, Helwig, Marcus; No – None; Absent – None.

It was moved by Ricksgers, seconded by Boettcher, that the Board approve the 9-1-1 Board’s recommendation to award the bid of Televate, LLC, in the amount of \$23,376.00 be paid from the E-911 Wireless Fund #262000-901-980.348, as the vendor of choice for an engineering study recommend a county-wide paging solution for Antrim County, **if for any reason Televate is unable or unwilling to provide the requested services, ACD Telecom will be selected at no more than \$28,905.00.** Motion carried as follows: Yes – Heeres, Watrous, Bary, Boettcher, VanAlstine, Ricksgers, LaVanway, Helwig, Marcus; No – None; Absent – None. **BOC CORRECTION 11/21/2019**

It was moved by Bary, seconded by Helwig, that the Board waive the Educational Assistance Policy and authorize the Antrim County Sheriff Office to sponsor an employee’s enrollment and participation in the Regional Police Academy at Kirtland Community College at a cost of not more than \$15,000.00, to fill a vacant position within the budgeted 2020 General Fund, Sheriff, training funds 101000-301-725. With a contract and payback schedule for a period of five (5) years and development of sponsorship criteria if program continues beyond initial sponsorship. Motion carried as follows: Yes – Heeres, Watrous, Bary, Boettcher, VanAlstine, Ricksgers, LaVanway, Helwig, Marcus; No – None; Absent – None.

Undersheriff, Dean Pratt addressed the Board with the quote from Michigan Police Equipment Company that he had submitted with the 2020 budget request for long gun units and that action is necessary to secure the quote.

It was moved by Bargy, seconded by VanAlstine that the Board approve a budget amendment increasing the General Fund, Capital Outlay-Sheriff, line item 101-901-980.301 with the funding to be transferred from the General Fund, fund balance for 2019 in the amount of \$27,452.00 and authorize the issuance of a 2019 purchase order for the Michigan Police Equipment Company for 24 long gun units at a cost of \$27,452.00. Motion carried as follows: Yes – Heeres, Watrous, Bargy, Boettcher, VanAlstine, Ricksgers, LaVanway, Helwig, Marcus; No – None; Absent – None.

It was moved by Ricksgers, seconded by Helwig, that the Board authorize a budget amendment to the 2019 General Fund, Jail cost center with an increase in the health services line item (101-351-835.000) in the amount of \$60,000.00 to be taken from the General Fund, Fund Balance. Motion carried as follows: Yes – Heeres, Watrous, Bargy, Boettcher, VanAlstine, Ricksgers, LaVanway, Helwig, Marcus; No – None; Absent – None.

It was moved by Bargy, seconded by VanAlstine, that the Board authorize the Board Chairman to execute the 2020 Agreement for Extension Services provided by Michigan State University, which contains language addressing the Antrim County Informational Technology policy. Motion carried as follows: Yes – Heeres, Watrous, Bargy, Boettcher, VanAlstine, Ricksgers, LaVanway, Helwig, Marcus; No – None; Absent – None.

It was moved by Ricksgers, seconded by Bargy, that the Board authorize the Board Chairman to execute the Fiscal Year 2020-2022 Multi-Year Contract for aging services with Area Agency on Aging of Northwest Michigan (AAANM). Motion carried as follows: Yes – Heeres, Watrous, Bargy, Boettcher, VanAlstine, Ricksgers, LaVanway, Helwig, Marcus; No – None; Absent – None.

It was moved by VanAlstine, seconded by Bargy, that the Board authorize the Commission on Aging Director to accept the Notice of Contract Award #2020-1 for Fiscal Year 2020-2022 Multi-Year Contract for Aging Services with Area Agency on Aging of Northwest Michigan (AAANM). Motion carried as follows: Yes – Heeres, Watrous, Bargy, Boettcher, VanAlstine, Ricksgers, LaVanway, Helwig, Marcus; No – None; Absent – None.

It was moved by Bargy, seconded by Heeres, that the Board approve the bid from American Waste for trash removal services at the Antrim County facilities for a period of three (3) years, 2020-2022 as follows:

County Building	\$180.00 per month
Antrim County Transportation	\$ 80.00 per month
Antrim County Jail	\$300.00 per month
Antrim County Animal Control	\$ 80.00 per month
Antrim County Airport	\$ 25.00 per month
Barnes Park: on call	\$ 20.00 per month rental
	\$ 20.00 per yard disposal
Barnes Park: mid-season	\$600.00 per month
Barnes Park: early, late season	\$300.00 per month
Elk Rapids Day Park: on call	\$ 20.00 per month rental
	\$ 20.00 per yard disposal

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

It was moved by Heeres, seconded by Ricksgers, that the Board approve the authorization of the Finance Director to increase General Fund, 1905 Courthouse, Building Maintenance, #101-264-932 by \$4,500.00 and to increase General Fund revenues with the transfer of funds from Capital Project – Co. Bldgs. and Structures Fund #470. Motion carried as follows: Yes – Heeres, Watrous, Bargy, Boettcher, VanAlstine, Ricksgers, LaVanway, Helwig, Marcus; No – None; Absent – None.

It was moved by Helwig, seconded by Ricksgers, that the Board authorize the Chairman to execute a timber sale agreement with Northwest Hardwoods on a portion of the County-owned property known as the “Morris Road Forest Area” in the amount of \$55,812.82, contingent on receiving the proper certificate of insurance. Motion carried as follows: Yes – Heeres, Watrous, Bargy, Boettcher, VanAlstine, Ricksgers, LaVanway, Helwig, Marcus; No – None; Absent – None.

It was moved by VanAlstine, seconded by Marcus, that the Board approve the creation of an Irregular Part-time position titled “Assistant Operator” in the Dams Department beginning January 1, 2020 to be paid \$28.00 per hour without benefits and to direct the Finance Director to amend the 2020 General Fund budgets, Dams and Dam Operator cost center, increasing line item #101-442-708.000 by \$2,000.00 to be transferred from the Special Projects – Contingencies, 101-895-999.000. Motion carried as follows: Yes – Heeres, Watrous, Bargy, Boettcher, VanAlstine, Ricksgers, LaVanway, Helwig, Marcus; No – None; Absent – None.

RESOLUTION #27-2019 Karen Bargy, seconded by Christian Marcus

**TO ADOPT THE ANNUAL EXEMPTION OPTION AS SET FORTH IN
2011 PUBLIC ACT 152, THE PUBLICLY FUNDED HEALTH INSURANCE
CONTRIBUTION ACT**

WHEREAS, 2011 Public Act 152 (the “Act”) was passed by the State Legislature and signed by the Governor on September 24, 2011;

WHEREAS, the Act contains three options for complying with the requirements of the Act;

WHEREAS, the three options are as follows:

1. Section 3 – “Hard Caps” Option – limits a public employer’s total annual health care costs for employees based on coverage levels, as defined in the Act;
2. Section 4 – “80%/20%” Option – limits a public employer’s share of total annual health care costs to not more than 80%. This option requires an annual majority vote of the governing body;
3. Section 8 – “Exemption” Option – a local unit of government, as defined in the Act, may exempt itself from the requirements of the Act by an annual 2/3 vote of the governing body;

WHEREAS, the ANTRIM COUNTY BOARD OF COMMISSIONERS has decided to adopt the annual Exemption option as its choice of compliance under the Act;

RESOLUTION #27-2019 continued.

NOW, THEREFORE, BE IT RESOLVED, the BOARD OF COMMISSIONERS of the COUNTY of ANTRIM elects to comply with the requirements of 2011 Public Act 152, the Publicly Funded Health Insurance Contribution Act, by adopting the annual Exemption option for the medical benefit plan coverage year January 1, 2020 through December 31, 2020.

Yes – David Heeres, Joshua Watrous, Karen Bargy, Ed Boettcher, Terry VanAlstine, Brenda Ricksgers, Dawn LaVanway, Jason Helwig, Christian Marcus;

No – None;

Absent – None.

RESOLUTION #27-2019 DECLARED ADOPTED.

It was moved by VanAlstine, seconded by Ricksgers, to set the County employer health insurance premium caps for the 2020 benefit year beginning January 1, 2020, and adopt the following health insurance premium caps: Single \$568.24, 2- person \$1,273.14, and Family \$1,591.43, and that the funding source be the 2020 General Fund, Special Projects cost center – Contingency line item (101-895-999.000) and authorize the Finance Director to make the corresponding 2020 budget amendments.

Bargy moved to amend motion, and seconded by Marcus, that the 2020 caps be set to reflect the current employee contributions for insurance premium caps of 2019, barring an increase to employee portion in 2020. Amendment vote as follows: Yes – Heeres, Watrous, Bargy, Marcus; No – Boettcher, VanAlstine, Ricksgers, LaVanway, Helwig; Absent – None. Amendment – Failed.

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

RESOLUTION # 28-2019 By Christian Marcus, and seconded by Jason Helwig

**SUPPORTING PASSAGE OF LEGISLATION TO ADOPT 4-YEAR TERMS
FOR COUNTY COMMISSIONERS**

WHEREAS the 1963 Michigan Constitution stipulated four-year terms for the county Board of Supervisors, the preceding body to today’s Board of Commissioners; and

WHEREAS the Legislature voted in 1966 to abolish Boards of Supervisors and formally replace them with Boards of Commissioners after the 1968 elections; and

WHEREAS Public Act 261 of 1966 promulgated that the length of terms for the new county commissioners shall be concurrent with that of state representatives, as specified in Article IV, section 3 of the Michigan Constitution; and

WHEREAS the scope of duties of a county commissioner has greatly increased in the last century — road patrols, indigent defense, mental health treatment and substance abuse prevention programming, solid waste pick-up and disposal, food and water supply safety, park operations, economic development efforts, emergency management and response; and

RESOLUTION #28-2019 continued.

WHEREAS Michigan is one of only five states in the United States that provides for exclusively two year terms for county commissioners; and

WHEREAS all other county and township elected officials in Michigan are elected to terms of at least four years; and

WHEREAS the position of county commissioner is a highly complex oversight role that requires years to master; and

WHEREAS legislation to amend state law to enact four-year terms has been filed in the form of House bills 4397-98 and Senate Bills 504-505; and

WHEREAS the Antrim County supports the legislation as introduced;

THEREFORE, BE IT RESOLVED that ANTRIM COUNTY supports House Bills 4937-38 and Senate Bills 504-505 to enact four-year terms for county commissioners.

Yes – David Heeres, Ed Boettcher, Brenda Ricksgers, Dawn LaVanway, Jason Helwig, Christian Marcus;
No – Joshua Watrous, Karen Bargy, Terry VanAlstine;
Absent – None.

RESOLUTION #28-2019 DECLARED ADOPTED.

Commissioner Bargy requested that the Antrim County Airport Five (5)-Year Capital Improvement Plan (2020-2027) be ~~POSTPONED and re-submitted~~ **until revision is available.**
There were no objections. **BOC CORRECTION 11/21/2019**

It was moved by VanAlstine, seconded by Marcus, that the Board approve contracting with H&S Companies for accounting services and authorize the Chairman to sign the engagement communication for the provision of accounting services, with the contents of the November 5, 2019 email from Corinna Hervey as a part of the agreement. Motion carried as follows: Yes – Heeres, Watrous, Bargy, Boettcher, VanAlstine, Ricksgers, LaVanway, Helwig, Marcus; No – None; Absent – None.

It was moved by VanAlstine, seconded by Marcus, that the Board direct the Finance Director to amend the General Fund, Accounting Department budget to create and increase a Contracting line item by \$30,000.00 in 2020, with the funding to come from the General Fund, Fund Balance. Motion carried as follows: Yes – Heeres, Watrous, Bargy, Boettcher, VanAlstine, Ricksgers, LaVanway, Helwig, Marcus; No – None; Absent – None.

The Board recessed for lunch at 12:00 noon.

Commissioner Helwig left the meeting at 12:00 noon.

The Board reconvened at 12:25 p.m.

It was moved by Heeres, seconded by VanAlstine, that the Board approve contracting with the County's auditing firm Anderson Tackman to complete the 2019-year end audit report and fixed asset report for a cost of \$3,000.00. Motion carried as follows: Yes – Heeres, Watrous, Bary, Boettcher, VanAlstine, Ricksgers, LaVanway, Marcus; No – None; Absent – Helwig.

It was moved by Heeres, seconded by VanAlstine, that the Board authorize the Chairman to execute a communication of indemnification addressed to Stephanie Murray, Human Resources Director for reporting health insurance plans in compliance with the Affordable Care Act (ACA) and for administering the County pension plan through Michigan Employee Retirement System (MERS). Motion carried as follows: Yes – Heeres, Watrous, Bary, Boettcher, VanAlstine, Ricksgers, LaVanway, Marcus; No – None; Absent – Helwig.

It was moved by VanAlstine, seconded by LaVanway, that the Board approve an increase to the "Building Maintenance" line item in "Grass River Center" Fund #468, Parks, Building Maintenance, (468-756-932) by \$1,975.00 with funding to come from Fund #468 Fund Balance for payment of an invoice from Child and Family Services of Northwestern Michigan for sanding and staining of the Grass River Center and to authorize the Finance Director/Chief Administrative Officer to make the appropriate budget amendment. Motion carried as follows: Yes – Heeres, Watrous, Bary, Boettcher, VanAlstine, Ricksgers, LaVanway, Marcus; No – None; Absent – Helwig.

It was moved by Bary, seconded by Marcus, that the Board direct the Finance Director to do a budget amendment to transfer \$17,529.34 from Fund #260 Indigent Defense back to the General Fund 101, this action is requested to balance the Indigent Defense Fund Year End 2019 Report that was submitted to the State of Michigan for the 2019 Fiscal Year. Motion carried as follows: Yes – Heeres, Watrous, Bary, Boettcher, VanAlstine, Ricksgers, LaVanway, Marcus; No – None; Absent – Helwig.

It was moved by VanAlstine, seconded by Watrous, that the Board approve the advertising of the Deputy Administrator position at the current rate starting at \$45,490.00 with pay scale increase for 6 month, 1 year, 2 year and 3 year. Motion as follows: Yes – Watrous, Bary, VanAlstine, LaVanway; No – Heeres, Boettcher, Ricksgers, Marcus; Absent – Helwig. **MOTION FAILS - TIE**

It was moved by Ricksgers, seconded by Marcus, that the Board approve the advertising of the Deputy Administrator position at the salary rate of pay start at \$50,500.00 with pay scale increase for 6 month, 1 year, 2year and 3 year. Motion as follows: Yes – Heeres, Boettcher, Ricksgers, Marcus; ~~Watrous, Bary, VanAlstine, LaVanway;~~ No – ~~Heeres, Boettcher, Ricksgers, Marcus;~~ Watrous, Bary, VanAlstine, LaVanway; Absent – Helwig. **MOTION FAILS – TIE**

BOC CORRECTION 11/21/2019

Dan Sipple-CEO West Michigan Tourist Association addressed the Board with a proposal to create a partnership and support for application to place a State Historic Sign/Marker at the Cairn site.

It was moved by VanAlstine, seconded by Watrous, that the Board approve a letter for support for West Michigan Tourist Association for the application for the Michigan Historical Marker Program/Michigan History Center contingent upon the support of the Antrim County Road Commission and the Milton Township Board at no expense to County, Road Commission or Township and that the West Michigan Tourist Association be responsible for any and all cost associated with proposal. Motion carried as follows: Yes – Heeres, Watrous, Bargy, Boettcher, VanAlstine, Ricksgers, LaVanway, Marcus; No – None; Absent – Helwig.

RESOLUTION #29-2019 By Karen Bargy, seconded by Brenda Ricksgers

**Regarding Michigan
Department of
Natural Resources (MDNR), Common Merganser
Control Program (The Program) for
Intermediate Lake**

Whereas, the Antrim County Board of Commissioners has knowledge of swimmer’s Itch on the County’s inland lakes; and

Whereas, the Common Merganser Control Program (The Program) has been shown to be an effective and environmentally conscious solution for the control of site specific swimmer’s itch problems for our residents; and

Whereas, the lake association intends to apply for a permit to capture and relocate Common Mergansers from Intermediate Lake; and

Whereas, the capture and release method of relocating Common Mergansers is widely used and a demonstrated effective and humane control practice; and

Whereas, lake associations desiring to implement The Program are required to obtain a DNR Permit, inform affected riparians of the planned activity and adhere to the requirements of their permit;

NOW, THEREFORE LET IT BE RESOLVED that the Antrim County Board of Commissioners, on behalf of all property owners in Antrim County on Intermediate Lake, hereby formally requests the assistance of the DNR in the implementation of The Program for a six (6) year period from 2019 through 2025, provided that DNR requirements are adhered to, and with the understanding that there shall be no cost to the Antrim County government for these programs.

Yes – David Heeres, Joshua Watrous, Karen Bargy, Ed Boettcher, Terry VanAlstine, Brenda Ricksgers, Dawn LaVanway, Christine Marcus;

No - None;

Absent – Jason Helwig.

RESOLUTION #29-2019 DECLARED ADOPTED.

Peter Garwood, County Administrator addressed the Board with his report.
Board members: Questions/Input.

Travis Youatt, Deputy Administrator addressed the Board to provide update on software programs for Barnes Park and spoke on the position of Deputy Administrator.

It was moved by Heeres, seconded by LaVanway, that the Board direct the County Administrator to seek proposals for LED Lighting Project. Motion carried as follows: Yes – Heeres, Watrous, Boettcher, VanAlstine, Ricksgers, LaVanway, Marcus; No – Bary; Absent – Helwig.

Deb Haydell, Finance Director addressed the Board with her report.

- Revenue and Expenditure Report Sept. 30, 2019
- Anderson Tackman Update - Auditors

Chairman Report: No Report

It was moved by Ricksgers, seconded by Boettcher that the Board authorize the advertising of the full-time Deputy Administrator position and that the hire-in salary range from \$45,490.00 - \$54,500.00 based upon education and experience, and the three (3) year salary scale be adjusted accordingly. Motion carried as follows: Yes – Heeres, Watrous, Boettcher, Ricksgers, Marcus; No – Bary, VanAlstine, LaVanway; Absent – Helwig.

County Treasurer Report: Informational Only

- Quarterly Banking Report

VARIOUS MATTERS:

- Commissioner Heeres – Antrim Creek Natural Area – Incident damaged retaining wall. The County Clerk requested MMRMA Claim form be completed and police report
- Commissioner Boettcher - Interview Meeting schedule Friday, November 8, 2019
- Commissioner VanAlstine & Ricksgers – work force housing

The Chairman requested Public Comment: Linda Gallagher addressed the Board on the Resolution for Swimmer’s Itch Control and the dissolved Parks & Recreation Advisory Board. Public comment closed at 3:29 p.m.

The meeting adjourned at 3:30 p.m.

Chairman, Edgar Boettcher

County Clerk, Sheryl Guy

EXHIBIT "A"

**ANTRIM COUNTY
GROUNDS USE RULES AND
PROCEDURES POLICY
Adopted: November 7, 2019**

Policy: The grounds of Antrim County Court Square or main campus may be used for public gatherings and activities that are deemed a public benefit by the Board of Commissioners, and which do not negatively affect the health, safety, and welfare of the people of the County. First priority for use of the County grounds shall be restricted to a first come first serve basis. However, a County sponsored function will take precedent over requests from other organizations.

Procedures: County personnel will not be expected to erect or dismantle equipment unless it is the property of the County. The County is not responsible for waste receptacles or providing porta johns. All applicants are expected to abide by the following procedures and if they have questions regarding the use of the County grounds they are to contact the County Administrator.

- a. Applications must be submitted to the Office of the County Administrator and approved by the Board of Commissioners prior to use of the grounds for gatherings. A request shall be submitted at least 30 days in advance of the intended use.
- b. Once permission is granted, there MUST be pre-event communication between the Maintenance Supervisor or designated staff and the party responsible for the event, to review different needs and requirements of the event and to answer any questions.
- c. Applicants are responsible for restoring the site and grounds to their condition before use and for cleaning the premises after the use. Applicants must make appropriate provisions for trash removal.
- d. If staff time, equipment and/or a contractor is used for restoration of the site and grounds to its original condition, the applicant will be billed for the staff time and the applicant will be denied usage until the bill is paid in full.
- e. All activities must cease no later than the ending time of the event as stated on the application.
- f. The Board of Commissioners reserves the right to revoke permission for use of facilities and ground.
- g. Grounds may not be used for any activity nor by any group other than the name of the group on the written request.
- h. No vehicles are allowed on the lawn or sidewalk.
- i. There are to be no barriers or placement of equipment that will impede the business of the County and the Courts during the regular workweek.
- j. No illegal drugs or alcoholic beverages may be stored, used, served or consumed anywhere on County property.

- k. If utilities are needed, that shall be stated in the application submitted to the County Administration Office and may be allowed on a limited use.
- l. Liability insurance is required in the amount of \$1 million and must be submitted to the Administration Office prior to the time of the event.
- m. If additional facilities are desired, please refer to the *Antrim County Use of County Building on Weekends Policy*. If the event is on a weekday, permission for a facilities or grounds use is at the discretion of the County Administrator.
- n. Requests for any exception from these rules and requirements must be made to the Board of Commissioners.