

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

Present: David Heeres, Bob Wilson, Karen Bargy, Ed Boettcher, Bryan Smith, Michael Crawford, Laura Stanek, Chuck Johnson, Christian Marcus.

Absent: None

Pledge of Allegiance to the U.S. flag.

Moment of Silence

The Chairman requested Public Comment. There was none.

It was moved by Heeres, seconded by Johnson that the minutes of December 10, 2015 be approved. Motion carried – Unanimous.

It was moved by Heeres, seconded by Johnson that the minutes of January 4, 2016 be approved. Motion carried – Unanimous.

The Chairman appointed Kim Schmidt as a Member at Large to the Tax Allocation Board.

It was moved by Stanek, seconded by Boettcher the appointment of Kim Schmidt as Member at Large to the Tax Allocation Board be approved. Motion carried as follows: Yes – Heeres, Wilson, Bargy, Boettcher, Smith Crawford, Stanek, Johnson, Marcus; No – None; Absent – None.

The Chairman made the 2016 Commissioner appointments to the Standing Committees, Various Boards, Commissions and the Capital Improvement Committee as follows:

**Standing Committees**

**Administration & County Services**

Ed Boettcher, Chairman  
David Heeres  
Laura Stanek

**Finance, Ways & Means  
(Committee of the Whole)**

Laura Stanek, Chairman  
Ed Boettcher, alternate

**Buildings, Lands & Infrastructure**

Chuck Johnson, Chairman  
Ed Boettcher  
Bryan Smith

**Health & Public Safety**

Karen Bargy, Chairman  
Christian Marcus  
Robert Wilson

**Various Boards and Commissions**

Antrim County Road Commission  
Antrim Conservation District Liaison  
Antrim Creek Natural Area  
Antrim Fair Board Liaison  
Area Agency on Aging  
Capital Improvement Committee  
Commission on Aging  
Community Corrections

Christian Marcus  
Bryan Smith  
David Heeres  
Karen Bargy  
Karen Bargy  
Chuck Johnson, Ed Boettcher, Bryan Smith  
Laura Stanek  
Ed Boettcher

2016 Commissioner Appointment continued.

Community Collaborative Board	Bryan Smith
E-911 Board	Ed Boettcher
EDC/BRA Board	David Heeres
Grass River Natural Area Liaison	Laura Stanek
Glacial Hills Work Group	Ed Boettcher
Housing Committee	Chuck Johnson, Bryan Smith
Meadow Brook Liaison	Robert Wilson
North Country Comm. Mental Health	Christian Marcus
Northwest Michigan Community Health Department	Karen Bargy, Robert Wilson
Networks Northwest (formerly (NWMCOG)	Michael Crawford, Robert Wilson (alternate)
Northern Lakes Economic Alliance	David Heeres
Parks & Recreation Advisory	Christian Marcus
Planning Commission	Laura Stanek, Christian Marcus
Solid Waste/Recycling	Robert Wilson
Veteran’s Affairs	Robert Wilson

**Circuit Court and District Court Liaisons**

- Michael Crawford (Chairman, Board of Commissioners)
- Debra Haydell (Chief Administrative Fiscal Officer)
- Laura Stanek (Chairman, Finance, Ways & Means Committee)
- Peter Garwood (Antrim County Administrator)

**Additional Appointments**

- Capital Improvement Committee                      Mike Hayes, Pete Garwood, Debra Haydell, Valerie Craft, Dave Vitale
- Northern Michigan Counties Association              Members to rotate to ensure one member attends

Commissioner Wilson, spoke on the appointment of Ed Boettcher to the E-911 Board and that Resolution #37-05 dated September 8, 2005 Plan amendment that states that the Chairman of the Public Safety Committee (Antrim Board of Commissioners); be a member of the E-911 Board. The Chairman of the Health and Public Safety Committee as a member would improve the communications of E-911 Board to committee.

County Administrator, Peter Garwood spoke on the legal counsel’s opinion on strategic planning meetings and that these meetings would be subject to the Open Meeting Act.

The Chairman directed the County Administrator, Peter Garwood to contact Michigan State University Extension (MSUE) to provide the Board with a presentation on Strategic Planning and that he invites the Antrim Conservation District Board to attend.

County Administrator, Peter Garwood spoke on the request for the County parcel data from Chris Kushman, a representative of TART Trails, a private, non-profit corporation 501(c) (3) and the request if approved have the fees waived.

It was moved by Boettcher, seconded by Heeres that the request from representative Chris Kushman, TART Trails to waive the fees and that the provision of the parcel line spatial data from the Antrim County Equalization Department, County Geographical Information System (GIS) database be approved. Motion carried as follows: Yes – Heeres, Boettcher, Smith, Crawford, Stanek, Johnson, Marcus; No – Wilson, Bary; Absent – None.

County Administrator, Peter Garwood spoke on the Michigan Department of Environmental Quality (MDEQ) Joint Funding Agreement for stream gauging.

It was moved by Boettcher, seconded by Smith that the Chairman be authorized to sign the one (1) year agreement effective October 1, 2015 thru September 30, 2016 with the United Geological Survey (USGS), the Department of Environmental Quality (DEQ) and County for a lake level gauge on the Upper Chain of Lakes (located in Central Lake) at a cost of \$5,545.00 to be paid from Fund #582 Elk Rapids Hydro - Contractual Service (582-443-802) be approved and paid. Motion carried as follows: Yes – Heeres, Wilson, Bary, Boettcher, Smith, Crawford, Stanek, Johnson, Marcus; No – None; Absent – None.

County Administrator, Peter Garwood reported that the Emergency Services Director, Leslie Meyers has obtained a grant from the Paddle Antrim organization. The grant will allow for the purchase of a floating mannequin that can be used by the emergency services organizations throughout the County to practice water rescue. The Paddle Antrim Ripple Effects Mini-Grant Agreement has been reviewed by civil counsel.

It was moved by Bary, seconded by Marcus that the Chairman be authorized to execute the grant agreement with Paddle Antrim for the purchase of a floating adult rescue mannequin in the amount of \$925.00 be approved. Motion carried as follows: Yes – Heeres, Wilson, Bary, Boettcher, Smith, Crawford, Stanek, Johnson, Marcus; No – None; Absent – None.

It was moved by Bary, seconded by Marcus that the County Financial Fiscal Officer, Deb Haydell be authorized to make a budget amendment to increase the Emergency Services Department equipment line item (#101-426-980) by \$925.00, and that the corresponding revenue amendment to line item 101-000-676 be approved. Motion carried as follows: Yes – Heeres, Wilson, Bary, Boettcher, Smith, Crawford, Stanek, Johnson, Marcus; No – None; Absent – None.

County Administrator, Peter Garwood spoke to the Board on Detective Ed Smith's request to enroll in a class at Northwestern Michigan College (NMC) for the 2016 winter semester toward his BS in Information Security and Intelligence from Ferris State University. Pursuant to the Tuition Reimbursement Agreement with Mr. Smith, ISYS 325 Networking Essentials (NMC equivalent CIT213 Networking Technologies) is a class approved for reimbursement at the cost of \$1,109.00.

It was moved by Marcus, seconded by Johnson that Detective Ed Smith be approved to enroll in the class entitled Networking Technologies (CIT213) at Northwestern Michigan College directly related to his position as the Antrim County Sheriff Department's Forensic Specialist; and that the cost will be reimbursed per agreement provided Mr. Smith submits proof of a passing grade in the class and to be paid from the General Fund, Sheriff Department budget for training (101-301-725) as budgeted. Motion carried as follows: Yes – Heeres, Wilson, Bargy, Boettcher, Smith, Crawford, Stanek, Johnson, Marcus; No – None; Absent – None.

It was moved by Stanek, seconded by Johnson that claims and accounts in the amount of \$215,368.69 be approved and paid. Motion carried as follows: Yes – Heeres, Wilson, Bargy, Boettcher, Smith, Crawford, Stanek, Johnson, Marcus; No – None; Absent – None.

County Administrator, Peter Garwood reported to the Board that he and Antrim County Financial Fiscal Officer, Deb Haydell met with a Maximus representative regarding the Allocation Plan for the Department of Health and Human Services (DHHS) office space needs agreement, and the options available to the County to keep the department on site.

Commissioner Boettcher reported that interviews were conducted for the vacant position of the Equalization Department Clerk II and Polly Cairns, Equalization Director, was unable to attend. The committee chose two (2) applicants pending a second interview by Ms. Cairns. Ms. Cairns did not accept either applicant and will provide the Administration Committee a proposal at their next meeting.

The Chairman asked for Public Comment. Linda Gallagher spoke on the Boards discussion for a Strategic Plan and has concerns on how this plan will affect the Antrim County Parks and Recreation Plan. Marna Roberts spoke on the expense of forming a Strategic Plan and that the County may consider reaching out to the Michigan Association of Counties (MAC). Public comment closed at 10:08 a.m.

It was moved by Boettcher, seconded by Smith that the closed minutes of December 10, 2015 be approved. Motion carried – Unanimous.

The meeting adjourned at 10:15 a.m.

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Michael Crawford, Chairman

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Sheryl Guy, County Clerk