

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

Present: David Heeres, Bob Wilson, Karen Barga, 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 Barga, seconded by Stanek that the minutes of March 10, 2016 be approved with corrections. Motion carried – Unanimous.

Consent Agenda

It was moved by Stanek, seconded by Johnson that claims and accounts in the amount of \$454,717.03 be approved and paid. Motion carried as follows: Yes – Heeres, Wilson, Barga, Boettcher, Smith, Crawford, Stanek, Johnson, Marcus; No – None; Absent – None.

It was moved by Stanek, seconded by Johnson that the Financial Fiscal Officer, Deb Haydell be authorized to make a 2016 budget amendment for the proposal from Tele-Rad, Inc. to add the Mancelona tower to the Antrim County Simulcast System at a preliminary cost of \$83,252.80 and that the additional amount of up to \$3,000.00 per site, having two (2) sites totaling \$6,000 for the structural analysis of the two (2) towers be approved and that the cost totaling \$89,252.80 be paid from the 911 Operating Fund #261. Motion carried as follows: Yes – Heeres, Wilson, Barga, Boettcher, Smith, Crawford, Stanek, Johnson, Marcus; No – None; Absent – None.

It was moved by Stanek, seconded by Johnson that the bid in the amount of \$18,555.05 from Mason Company for the Animal Control for cat cages be approved and paid from the General fund Capital Outlay for equipment as budgeted (101-901-980.430). Motion carried as follows: Yes – Heeres, Wilson, Barga, Boettcher, Smith, Crawford, Stanek, Johnson, Marcus; No – None; Absent – None.

It was moved by Stanek, seconded by Johnson that the Financial Fiscal Officer, Deb Haydell be authorized to make a budget amendment in the amount of \$8,310.00 from the fund balance of the Construction Code Enforcement Fund #249 be transferred to line item 249-901-980 for the purpose of establishing five (5) elevation benchmarks on the Chain of Lakes. Motion carried as follows: Yes – Heeres, Wilson, Barga, Boettcher, Smith, Crawford, Stanek, Johnson, Marcus; No – None; Absent – None.

It was moved by Stanek, seconded by Johnson that the Equalization Department employees Casey Guthrie, Appraiser, and Julie Weston, GIS Technician be approved a one (1) month extension of the fifty (.50) cent per hour wage for the additional duties as a result of not having an Equalization Director present the majority of the working hours and that the Financial Fiscal Officer Deb Haydell be authorized to make the General fund transfer from Contingencies (101-895-999) in the amount of \$150.00, to the Equalization Department budget to increase each wage line item #101-257-703 and #101-257-704 in the amount of \$75.00 each totaling \$150.00 be approved. 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 the Financial Fiscal Officer, Deb Haydell be authorized to make a 2016 budget transfer of revenue from account #280-000-587.003 for the Special Olympics 2% Tribal Grant in the amount of \$5,000, and that the \$5,000 be moved to the expenditure account #280-895-802 be approved. 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 the Financial Fiscal Officer, Deb Haydell be authorized to make the following 2016 budget amendment transfers in the General fund for the purchase of the following computers:

Decrease Capital Outlay – Computer #101-901-980.228 by the amount of \$4,850
Increase Capital Outlay – Computer - Planning #101-902-980.980.721 by the amount of \$1,100
Increase Capital Outlay – Computer - Parks #101-902-980.756 by the amount of \$750
Increase Capital Outlay – Computer – Clerk #101- 902-980.215 by the amount of \$750
Increase Capital Outlay – Computer – Prosecutor #101-902-980.267 by the amount of \$750
Increase Capital Outlay – Computer – Jail #101-902-980.351 by the amount of \$1,500
Increase totaling \$4,850 be approved. Motion carried as follows: Yes- Heeres, Wilson, Bargy, Boettcher, Smith, Crawford, Stanek, Johnson, Marcus; No – None; Absent – None.

RESOLUTION #13 - 2016 by Laura Stanek, seconded by Chuck Johnson

**ANTRIM COUNTY CONSERVATION DISTRICT
MILLAGE PROPOSAL**

WHEREAS, the Antrim Conservation District is no longer receiving State of Michigan funding for operations; and

WHEREAS, the Antrim Conservation District is in need of operating funds and has no other source of revenue beyond Antrim County's current allocations and the District's own fundraising efforts; and

WHEREAS, the General fund of Antrim County is unable to provide increased funding for the Antrim Conservation District's sufficient operation and continued services to the community; and

WHEREAS, the Board of Commissioners has heard arguments concerning, and considered carefully the amount of millage in which to raise funds for the purpose of supporting the operations of the County Conservation District Programs including assisting land owners in their efforts to protect, enhance and restore natural resources within Antrim County; and

Resolution #13-2016 – continued.

WHEREAS, the Board of Commissioners for the County of Antrim, may impose and levy ad valorem property taxes to finance lawful public services, the tax limitation on general ad valorem taxes within Antrim County, Michigan, imposed under Article IX, Section 6 of the Michigan Constitution be increased for said County by up to one-tenth (1/10) of one (1) mill (\$0.10 per \$1,000 of taxable value on all taxable property in the county) for four (4) years, 2017 through 2020 inclusive, for general operations of the Antrim Conservation District; and

NOW THEREFORE BE IT RESOLVED that the Antrim County Board of Commissioners approves the following ballot question language for the County Conservation District and directs the Clerk of the County to place question before the qualified voters of Antrim County on the August 2, 2016 Primary election ballot:

**ANTRIM COUNTY CONSERVATION DISTRICT
MILLAGE PROPOSAL**

For the sole purpose of funding Antrim County Conservation District programs including assisting land owners in their efforts to protect, enhance and restore natural resources within the boundaries of Antrim County, shall the tax limitation on general ad valorem taxes within the County of Antrim imposed under Article IX, Sec. 6 of the Michigan Constitution be increased by up to one-tenth (1/10) of (1) mill, (\$0.10 on each \$1,000 of taxable valuation) for a period of four (4) years, 2017, 2018, 2019 and 2020 inclusive? If approved and levied in its entirety, this millage would raise an estimated \$173,832 when first levied in 2017.

The following is for informational purposes only.

Owners of property valued at \$100,000 which equals a \$50,000 taxable value, would pay an additional \$5.00 annually.

Yes – David Heeres, Bob Wilson, Karen Bargy, Ed Boettcher, Bryan Smith, Michael Crawford, Laura Stanek, Chuck Johnson, Christian Marcus;

No – None;

Absent – None.

RESOLUTION #13-2016 DECLARED ADOPTED.

It was moved by Stanek, seconded by Johnson that the submittal of a Request for Proposal to the State of Michigan Department of Technology, Management and Budget for the space that is currently and would continue to be leased to the Department of Health and Human Services if the County's proposal is selected, with the Request for Proposal reducing the ten (10) year lease proposal amount by 7.4652% and provide for a five (5) year extension beyond the ten (10) year lease at the rate of 2.5% increase per year. Motion carried as follows: Yes – Heeres, Wilson, Bargy, Boettcher, Smith, Crawford, Stanek, Johnson, Marcus; No – None; Absent – None.

Peter Garwood, County Administrator informed the Board that the Sheriff Command Unit did not ratify their union contract after mediation and the contract has been sent back to mediation. Mr. Garwood also made reference to the March 31, 2016 communication from Ms. Boss regarding her complaint with the Antrim County Animal Control stating that she was not satisfied with the County's response and will continue to pursue this matter with the American Society for the Prevention of Cruelty to Animals (ASPCA). He spoke of the Antrim County Housing Program 2016 funding and that the CBDG grant requirements are to be on a regional basis and that there will be no more funding in 2016. This will cause a negative impact to the housing program. He reminded the Board that the Strategic Planning workshop is set for Thursday, April 28th.

Tim McGuire, Executive Director of Michigan Association of Counties (MAC) presented an overview of the benefits of Antrim County's membership with Michigan Association of Counties.

Equalization Director, Polly Cairns gave the 2016 Apportionment Report. (See pp)

It was moved by Heeres, seconded by Marcus the 2016 Apportionment Report be accepted as presented. Motion carried as follows: Yes – Heeres, Wilson, Bargo, Boettcher, Smith, Crawford, Stanek, Johnson, Marcus; No – None; Absent – None.

Northern Lakes Economic Alliance President Andy Hayes presented the 2015 Annual Report.

It was moved by Boettcher, seconded by Wilson the Northern Lakes Economic Alliance 2015 Annual Report be accepted. Motion carried – Unanimous.

Antrim County Fair Board President Crystal Swain presented the Antrim County Fair and 4-H program 2015 Annual Report.

It was moved by Marcus, seconded by Johnson the Antrim County Fair and 4-H program 2015 Annual Report be accepted. Motion carried – Unanimous.

Meadowbrook Medical Care Facility Administrator Marna Robertson presented the 2015 Annual Report.

It was moved by Johnson, seconded by Smith the Meadowbrook Medical Care Facility 2015 Annual Report be accepted. Motion carried – Unanimous.

Antrim County Meadow View Senior Housing Manager David Schulz presented the 2015 Annual Report.

It was moved by Smith, seconded by Johnson the Antrim County 2015 Meadow View Senior Housing Annual Report be accepted. Motion carried – Unanimous.

Grass River Natural Area Executive Director Haley Breniser presented the 2015 Annual Report.

It was moved by Johnson, seconded by Marcus the Grass River Natural Area 2015 Annual Report be accepted. Motion Carried – Unanimous.

Building Official Mark Haynes presented the Construction Code Enforcement 2015 Annual Report.

It was moved by Marcus, seconded by Smith the Construction Code Enforcement 2015 Annual Report be accepted. Motion carried – Unanimous.

It was moved by Johnson, seconded by Heeres the following Millage Proposal be offered to the electorate on the August 2, 2016 Primary Election ballot:

**ANTRIM COUNTY
PROPOSITION FOR RECYCLING MILLAGE**

This proposal is for a new millage and will permit the County to levy up to 25/100 of one mill (\$.25 per \$1,000.00 of taxable valuation) to provide funds for the operation and maintenance of a county-wide recycling program.

Shall the tax limitation imposed under Article IX, Section 6 of the Michigan Constitution on the amount of ad valorem taxes which may be levied by the County of Antrim, Michigan, against all taxable property in the County be increased by up to 25/100 of one mill (\$.25 per \$1,000 of taxable value) on the taxable value of such property for a period of four (4) years, 2017 through 2020, inclusive, for the purpose of providing funds for the operation and maintenance of a county-wide recycling program, and shall the Antrim County Board of Commissioners be authorized to levy such millage for these purposes? If approved and levied in its entirety, this millage would raise an estimated \$434,328 for Antrim County in 2017.

To the extent required by law, a portion of this millage may be captured by and retained by the Downtown Development Authority/Tax Increment Finance Authority.

Roll call vote as follows: Yes – Heeres, Boettcher, Smith, Johnson, Marcus; No – Wilson, Bary, Crawford, Stanek; Absent – None. Motion carried.

It was moved by Stanek, seconded by Wilson the following Millage Proposal Renewal be offered to the electorate on the August 2, 2016 Primary Election ballot:

**COUNTY PROPOSAL
SEPARATE TAX LIMITATIONS RENEWAL**

This proposal being a renewal, shall separate tax limitations be established for a period of four (4) years, 2017, 2018, 2019 and 2020, or until altered by the voters of the County of Antrim, and the Townships and Intermediate School Districts within the County, the aggregate of which shall not exceed 6.67 mills, as follows:

County of Antrim	5.40 mills
Townships	1.00
Intermediate School Districts	<u>0.27</u>
TOTAL	6.67

Motion carried as follows: Yes – Heeres, Wilson, Bargy, Boettcher, Smith, Crawford, Stanek, Johnson, Marcus; No – None; Absent – None.

It was moved by Johnson, seconded by Smith that the purchase of two (2) 2016 Ford F150 Super Cab 4x4 pickup trucks at a cost of \$23,322.00 each for total cost of \$46,644.00 from Signature Ford Government & Fleet Sales through MiDEAL for the Construction Code Department with funding to come from Construction Code Fund #249 Capital Outlay equipment 249-901-980 as budgeted be approved. Motion carried as follows: Yes – Heeres, Wilson, Bargy, Boettcher, Smith, Crawford, Stanek, Johnson, Marcus; No – None; Absent – None.

It was moved by Johnson, seconded by Smith that the bid from Biewer Forest Management, LLC. in the amount of \$74,125.00 for a timber harvest within two (2) cutting areas on forty-five (45) acres in Mancelona Township known as the Hawk Lake Forest Area, be accepted. Motion carried as follows: Yes – Heeres, Wilson, Bargy, Boettcher, Smith, Crawford, Stanek, Johnson, Marcus; No – None; Absent – None.

The Chairman directed the Barnes Park Ordinance be sent back to the Building, Lands and Infrastructure Committee for further review.

It was moved by Johnson, seconded by Boettcher to authorize the Chairman to execute the agreement with Tenurgy Consulting Services, to allow Tenurgy Consulting to conduct an audit and analyze the County’s utility costs and operating costs for irregularities and potential cost savings be approved. Motion carried as follows: Yes – Heeres, Bargy, Boettcher, Smith, Crawford, Stanek, Johnson, Marcus; No – Wilson; Absent – None.

It was moved by Bargy, seconded by Wilson that the Bellaire Chamber of Commerce's request for the use of the Courthouse lawn during the annual Rubber Ducky Festival to take place the weekend of August 19, 2016; that the lawn sprinklers be turned off on August 19 and 20; that the event coordinator be allowed to place extra trash containers at the front of the Courthouse; and allow the use of an electrical outlet by "Great Lakes Bounce" Inflatable Company to plug in the "bouncer" subject to receipt of an appropriate certificate of insurance be approved. Motion carried as follows: Yes – Heeres, Wilson, Bargy, Boettcher, Smith, Crawford, Stanek, Johnson, Marcus; No – None; Absent – None.

It was moved by Johnson, seconded by Smith that the Bellaire Chamber of Commerce's request to use the Courthouse parking lot and courtyard area west of the lot for kids' bouncers to be provided by "Great Lakes Bounce" Inflatable Company and the parking lot adjacent to the Food Pantry during the annual Harvest Festival to take place the weekend of September 23, 2016; subject to the receipt of an appropriate certificate of insurance and that the lawn sprinklers be turned off on September 23 and 24 be approved. Motion carried as follows: Yes – Heeres, Wilson, Bargy, Boettcher, Smith, Crawford, Stanek, Johnson, Marcus; No – None; Absent – None.

It was moved by Johnson, seconded by Stanek that the display of the statewide traveling art show, Creative Minds Changing Minds, sponsored by the Michigan Association of Community Mental Health Boards in the County Building hallways from May 5, 2016 through May 12, 2016 be approved. Motion carried as follows: Yes – Heeres, Wilson, Bargy, Boettcher, Smith, Crawford, Stanek, Johnson, Marcus; No – None; Absent – None.

It was moved by Bargy, seconded by Wilson that a millage renewal proposal be placed on the August 2, 2016 primary ballot for 0.4000 mill for a period of four (4) years 2017, 2018, 2019 and 2020 inclusive to provide operational funding for the Antrim County Commission on Aging with the following ballot language be approved:

**COMMISSION ON AGING MILLAGE
RENEWAL PROPOSAL**

Shall the limitation on the amount of ad valorem taxes which may be levied by the County of Antrim, Michigan against all property within Antrim County be four-tenths (4/10) of 1 mill which is a renewal of the 2012 millage (\$0.40 on each \$1,000 of taxable valuation) for a period of four (4) years, 2017, 2018, 2019 and 2020 inclusive, to provide operation funding for the Antrim County Commission on Aging? If approved and levied in its entirety, this millage would raise an estimated \$694,925 for the County in 2017.

Motion carried as follows: Yes – Heeres, Wilson, Bargy, Boettcher, Smith, Crawford, Stanek, Johnson, Marcus; No – None; Absent – None.

It was moved by Bargy, seconded by Wilson that the Chairman be authorized to execute the contract for use by the Antrim County Probate Court when contracting for public guardian services and investigative services be approved. Motion carried as follows: Yes – Heeres, Wilson, Bargy, Boettcher, Smith, Crawford, Stanek, Johnson, Marcus; No – None; Absent – None.

It was moved by Bargy, seconded by Wilson that the Antrim County Sheriff, enter into an agency agreement with Leads Online, LLC for one (1) year to receive electronic reporting and criminal investigations data at the cost of \$1,758.00 to be paid from the 2016 General fund, Sheriff Department budget be approved. Motion carried as follows: Yes – Heeres, Wilson, Bargy, Boettcher, Smith, Crawford, Stanek, Johnson, Marcus; No – None; Absent – None.

It was moved by Bargy, seconded by Wilson that the creation of a county-wide Fire Corps that would report to the Emergency Services Coordinator as required for Federal Emergency Management Act (FEMA) funding at no cost to the County be approved. Motion carried as follows: Yes – Heeres, Wilson, Bargy, Boettcher, Smith, Crawford, Stanek, Johnson, Marcus; No – None; Absent – None.

It was moved by Bargy, seconded by Wilson that the Chairman make the appointment Associate Planner Janet Koch as the Public Information Officer for emergency and disaster situations in Antrim County. Motion carried – Unanimous.

The Chairman appointed Associate Planner Janet Koch as the Public Information Officer for emergency and disaster situations in Antrim County.

It was moved by Bargy, seconded by Wilson that the appointment of the Associate Planner Janet Koch as the Public Information Officer for emergency and disaster situations for Antrim County be accepted. Motion carried – Unanimous.

The Chairman directed the Health Department of Northwest Michigan District Sanitation Code for Antrim, Charlevoix, Emmet and Otsego Counties with proposed revisions to the Health and Public Safety Committee.

It was moved by Stanek, seconded by Boettcher that the title for the “Accountant” position be changed to “Finance Director” and that the position receive a five 5% increase to the current 2016 salary of \$48,730.31 be increased in the amount of \$2,436.52 and be retroactive to January 1, 2016, to reflect the salary in the amount of \$51,166.83 and the increase in benefit line items totaling \$ 586.48 for a total amount of \$3,022.70 and that a budget transfer be made from the General Fund, Special Projects-Contingencies (101-895-999) to department 101-191-704 for wages and benefit line items totaling \$3,022.70 be approved. Motion carried as follows: Yes- Heeres, Wilson, Bargy, Boettcher, Smith, Crawford, Stanek, Johnson, Marcus; No – None; Absent – None.

It was moved by Boettcher, seconded by Stanek that the Antrim County Sheriff's Office has partnered with the Michigan State Police by participating in the regional drug task force (Traverse Narcotics Team) to investigate the operations and compliance within our assigned jurisdiction pertaining to the Michigan Medical Marihuana Act (M.M.M.A.) and that the approval be given to accept the Department of Licensing and Regulatory Affairs Bureau of Professional Licensing, for the 2016 Medical Marihuana Operation and Oversight Grant effective date January 1, 2016 through September 15, 2016 in the amount of \$11,323.00. Motion carried as follows: Yes – Heeres, Wilson, Bargy, Boettcher, Smith, Crawford, Stanek, Johnson, Marcus; No – None; Absent – None.

It was moved by Boettcher, seconded by Stanek that the County sponsor a grant application to the Grand Traverse Tribe of Ottawa Chippewa Indians for a 2% Tribal Grant on behalf of the Antrim County Baby Pantry be approved. Motion carried as follows: Yes – Heeres, Wilson, Bargy, Boettcher, Smith, Crawford, Stanek, Johnson, Marcus; No – None; Absent – None.

It was moved by Boettcher, seconded by Stanek that the funding be released for the County Treasurer to begin the hiring process to fill the soon to be vacant Deputy II position of retiring employee Ruth Lowe and that the position be filled four (4) weeks prior to Ms. Lowe's retirement date of June 3, 2016 to provide an overlap for training purposes be approved. Motion carried as follows: Yes – Heeres, Wilson, Bargy, Boettcher, Smith, Crawford, Stanek, Johnson, Marcus; No – None; Absent – None.

It was moved by Boettcher, seconded by Stanek that the reclassification request of Melissa Titus from position of Clerk Typist in the County Clerk's Office be reclassified to a Clerk II in the County Clerk's Office and that the wage be adjusted to the position of Clerk II wage scale in the General Unit Collective Bargaining Agreement, and that in accordance with the contract the employees reclassification will take effect on July 4, 2016 the first full pay period be approved. Motion carried as follows: Yes – Heeres, Wilson, Bargy, Boettcher, Smith, Crawford, Stanek, Johnson, Marcus; No – None; Absent – None

It was moved by Boettcher, seconded by Stanek that the contract with Polly Cairns for the Equalization Director services be terminated as of May 15, 2016 per the thirty (30) day clause in the contract, and that the County enter into a contract with Cindy Reetz for the position of Equalization Director (Level 4) and Jamie Houserman for the position of Assistant Equalization Director (Level 3) to beginning May 1, 2016 at a rate of \$140,000 annually (\$11,666.67 per month), which, includes the requirement that either Ms. Reetz and Ms. Houserman are present in the Antrim County Equalization Department office or attending meetings or other functions directly related to Antrim County Equalization at minimum of four (4) days per week for two (2) years be approved. Motion carried as follows: Yes – Heeres, Wilson, Boettcher, Smith, Crawford, Stanek, Johnson, Marcus; No – Bargy; Absent – None.

It was moved by Boettcher, seconded by Heeres that the Financial Director Deb Haydell be authorized to make a General Fund budget transfer, for the Equalization Department #257 line item transfer from line item #705 (wages) in the amount of \$29,536.50 and line item #716 (Health Insurance) in the amount of \$16,724.25 for a total transfer amount of \$46,260.75, and that funds be transferred to line item #802 (contractual services) for the contract payments of the Equalization Director and Equalization Assistant Director contract be approved. Motion carried as follows: Yes – Heeres, Wilson, Bargy, Boettcher, Smith, Crawford, Stanek, Johnson, Marcus; No – None; Absent- None.

Commissioner Bargy requested that consideration be given to a Portable Electronic Equipment Policy to address individual assigned electronic equipment such as the Board tablets to be returned or that member's if not re-elected be permitted to purchase their assigned tablet.

Peter Garwood, County Administrator will discuss the request with the Associate Planner, Janet Koch as she will be presenting a draft to the Administration and County Services Committee.

The Chairman directed the County Administrator, Peter Garwood to respond to the letter sent to the Board regarding Chain of Lakes Water Trail from Deana Jerdee, Executive Director Paddle Antrim.

The Chairman requested Public Comment: There was none.

The meeting adjourned at 1:16 p.m.

Michael Crawford, Chairman

Sheryl Guy, County Clerk