

# Antrim County Capital Improvement Committee

**Minutes  
June 27, 2019**

Members: Rick Teague, Karen Bargy, Pete Garwood, Valerie Craft, Terry VanAlstine, Deb Haydell, Bill Bailey, Christian Marcus

Members absent: Dave Vitale

Others: Travis Youatt

**1. The meeting was called to order at 9:02 a.m. by Commissioner Bargy**

**2. Public Comment**

None

**3. Review of Minutes from May 30, 2019**

The Committee reviewed the minutes from May 30, 2019.

**Motion by Terry VanAlstine, seconded by Rick Teague, to approve the minutes of May 30, 2019.**

**Motion Carries**

**4. Review of the 2019-2024 Capital Improvement Plan (CIP)**

Commissioner Bargy passed out a spreadsheet of current projects (see attached pgs. 3-4). Discussion ensued.

The board discussed the drainage/ventilation issues at Barnes Park. The Administration Office will seek updated quotes. It was the consensus of the committee to add the 2020 project list.

**5. CIP Projects 2020-2025**

The phones system hardware is due to be replaced in 2021. The Information Technology (IT) department was asked to provide more information to the committee members for consideration at the next meeting.

It was the consensus of the committee to move the Health Department Building Connectivity project to the future needs category. The Administration Office was directed to bring the issue to the full Board depending on the status of the Village of Bellaire's Broad Street re-construction project.

The committee agreed the Barnes Park Drain Field project needs more details in order to move any further within CIP. Questions to be considered include:

- What is the age of the current system?
- Is there a need for one or two fields?
- Will pumps be beneficial?

It was the consensus of the committee to move the Barnes Park Drain Field Project to future needs.

The committee requested specific quotes for the failing asphalt that needs to be replaced as part of the Barnes Park Road Project. The committee also requested quotes for the hot mix to improve the edges of the road. The quotes need to be received by the next CIP meeting. Pete Garwood,

County Administrator, passed out an email from Burt Thompson, Antrim County Road Commission Engineer-Manager, on the condition of the road at Barnes Park (see attached pgs. 5-6).

It was the consensus of the committee to split the key fob and camera project into two projects with the camera project coming out of the IT budget for 2020.

It was the consensus of the committee to approve the key fob project as a 2020 project. The Committee requested an updated plan sheet for this project for the next CIP meeting.

## **6. Various Matters**

Travis Youatt, Deputy Administrator, brought up the issue of the communications trailer to the committee for discussion. Representatives from Otsego County brought their recently purchased communications trailer to Antrim County on June 20, 2019 so Board and committee members could take a tour and compare to Antrim County's current trailer. Discussion ensued about the communications trailer and its importance. Commissioner Bargo stated that a tent could serve the same purpose as a trailer.

Rick Teague mentioned that there is an August 6<sup>th</sup> local election for emergency services.

Mr. Garwood brought up the Bank Building demolition project. He stated that only one contractor showed up to the mandatory walk-through. There will be an additional walk-through in the near future.

## **7. Public Comment**

None

*The CIP committee will have another meeting yet this year on July 22, 2019.*

Meeting adjourned at 11:00 a.m.

Dept	Initial Submittal (per CIP agenda 6/27/19)	Project	Status in 2019-2024 CIP	Action/Notes (from Atch A CIP 6/26/18)	Status in 2020-2025 CIP	Action/Notes (from 5/30/19 Mtg Notes)	Projected Project Cost
Sheriff	2019	Animal Control Floor	2019	Funding from Restricted Donation Fund	2019	Status ?	\$ -
IT	2017	Network Switch Replacement	2019	3rd & Final Installment	2019	Status ?	\$ -
Parks	2003/ 2016	Barnes Park Bathroom Ventilation / Floor Drains	2019	Waiting on Quotes on Project to Update	Pending ?'s	P Garwood to check into; cost?	\$ -
IT	2015	Phone System Hardware	2020	Leave as is, need updated sheet for next year	2020	Move to IT addendum per CIP comm	\$ -
Maintenance	2019	County Bldg Generator	Delay	To be considered w/ Facilities Master Plan; Future update will separate into (1) for Courthouse & (1) for County Admin Bldg	2020		\$ 170,000
Sheriff	2019	Jail 800mhz Radios (11)			2020	Resubmitted as 'new' after BOC funded half of request in 2019	\$ 20,900
Dams	2019	Elk Rapids Hydro Roof Replacement			2020	From Fund 582	\$ 46,742
Maintenance	2019	Co Bldg Stairway Heater Replacements (8)			2020	D Vitale to explore other alternative heat solutions but if none, project still ok	\$ 16,895
Airport	2019	Taxiway A & B Rehab			2020	90% Federal 5% State 5% Local- Local match is \$100,000	\$ 100,000
Equalization	2017	Orthophotography	2022	Do every 5-6 years, move to 2022 unless state does 2021 cost share	2022		\$ 49,000
IT	2017	Health Dept Bldg Connectivity	2022	Keep for 2022	Pending ?'s	No sheet submitted; s/b incl for consideration; potentially affected by Broad St repaving	\$ -
Sheriff	2014	Jail Kitchen Mixer Replacement	2022	Keep for 2022; Replacement of parts in 2018 for current mixer; Original Quote from 2013	2022		\$ 15,000
Emer Services / Sheriff	2019	Communications Trailer	Future Needs		Future Needs	Proposed for 2022 by Dept Head; CIP asked if possible to coor w/other Co?	\$ 89,000
Parks	2016	Barnes Park Drain Field Replacement	Future Needs		Pending ?'s Future Needs	Need info: age of current field? Propose 2 fields into one? Or 2 fields? Cost est?; Proposed for 2024 by Dept Head	\$ -
Parks	2019	GRNA Boardwalk Replacement	Delay	Ask for resubmittal for 2020-2025 CIP w/following info: cost per foot, funding years requested, dollar amt for each funding yr	Future Needs	Per CIP comm moved to future needs; Expect revised project plan for 2022 construction w/ recent organizational leadership transition	\$ -

Parks	2005/ 2016	Barnes Park Pave Interior Road	Future Needs	Patched Areas in 2017; original evaluation done in 2015	Pending ?'s Future Needs	Keep as Future need for now; Need more info- P Garwood asked to work w/dept head & Rd Comm to determine what is most appropriate (preventative, overlay, complete repave?); C Marcus suggested contact Lakes of the North to see what it cost them as they recently paved campground	\$ -
Admin	2016	New Tables in BOC Room	Delay	Consensus due to Facilities Master Plan	Delay		\$ -
CIP	2018	County Bldg Renovations Interior	Delay	Consensus due to Facilities Master Plan		To address space reallocation only	\$ 233,800
Maintenance	2017	Annex Roof Replacement	Delay	Consensus due to Facilities Master Plan	Delay		\$ -
Probate	2014	Courtroom Renovations	Delay	Consensus due to Facilities Master Plan	Delay		\$ -
IT	2016	Security Key Fobs	Delay	Consensus due to Facilities Master Plan		Updated as Co Bldg Security by Admin; P Garwood & V Craft will come back w/more info- suggest splitting out ready to go projects; Fobs in 2020- How many? How much?	\$ 35,000
Maintenance	2016	Courthouse & Jail Parking Lot Repave	Delay	Consensus due to Facilities Master Plan	Delay		\$ -
Sheriff	2014	Forensic Lab for Electronics	Delay	Consensus due to Facilities Master Plan	Delay/ Withdrawn	Currently being discussed at the BOC Level as part of the Facilities Master Plan	\$ -
Sheriff	2014	New Jail & Law Enforcement Center	Delay	Consensus due to Facilities Master Plan	Delay/ Withdrawn	Currently being discussed at the BOC Level as part of the Facilities Master Plan	\$ -
Parks	2016	GRNA Rd/ Parking Lot	2019	3rd & Final Installment	Withdrawn	In process of being completed	\$ -
Parks	2006/ 2016	Barnes Park Bury Overhead Wires	Future Needs		Withdrawn	Reduced outages due to critter deterrents by Great Lakes Energy	\$ -
Maintenance	2014	County Bldg Siding Repair	Delay	Consensus due to Facilities Master Plan	Withdrawn	Withdrawn by Dept Head	\$ -
Sheriff	2018	Jail Stove Replacement	Removed	Funded in 2018	Withdrawn	Replaced in 2018	\$ -
Maintenance	2019	Courthouse Bldg Generator	Delay	Included with Co Bldg Generator project	Withdrawn	Per updated Co Bldg Gen Project Form	\$ -
Maintenance	2019	Courthouse Boiler Replacement	Removed	Rec to BLI as 2018 Project			
Treasurer / Abstract / Others	2014	Microfilming	Removed	Per County Treasurer for lack of coordination w/other depts			
Parks	2014/ 2015	ACNA Schoolhouse	Removed	CIP removed; owner has not shown any interest in selling & ACNA Comm noted that bldg is becoming dilapidated			

**From:** Garwood, Peter  
**Sent:** Thursday, June 27, 2019 8:28 AM  
**To:** 'Burt Thompson' <[bthompson@antrimcrc.org](mailto:bthompson@antrimcrc.org)>  
**Cc:** Schrader Tina ([schradert@antrimcounty.org](mailto:schradert@antrimcounty.org)) <[schradert@antrimcounty.org](mailto:schradert@antrimcounty.org)>  
**Subject:** RE: Barnes Park asphalt

Thanks Burt. This will be very helpful.

Pete  
Peter Garwood, Administrator  
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**From:** Burt Thompson <[bthompson@antrimcrc.org](mailto:bthompson@antrimcrc.org)>  
**Sent:** Wednesday, June 19, 2019 2:12 PM  
**To:** Garwood, Peter <[garwoodp@antrimcounty.org](mailto:garwoodp@antrimcounty.org)>  
**Subject:** Barnes Park asphalt

Pete,

I made a trip through Barnes Park on the 18<sup>th</sup>. The pavement is in fairly good shape. There are some areas of edge deterioration, mainly at lots from vehicles driving across the edge. It is showing minor differential settlement which is common for older pavements which results in a somewhat rougher ride, but nothing extreme that would cause a problem. I observed very little cracking, it is likely that there are hair line cracks that are not readily visible. I am guessing that this pavement is at least 30 years old.

I don't think I would recommend any work on this pavement. If ride quality and better aesthetics are the goal, a hot mix asphalt overlay and gravel placed along the shoulders would probably be the most economical work.

Near the entrance to the park there are two small areas of failing pavement. Some patches have been made in the recent past. These areas should be cut out and replaced and an investigation into the base material should be made as well. It may need base strengthening so that any new pavement does not fail prematurely.

Let me know if you need any further information.

Burt

Burt Thompson, P.E.  
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