

# **Health and Public Safety Committee**

Karen Bargy

**Ed Boettcher, Chairman**

David Heeres

## **Minutes October 29, 2014**

Members present: Ed Boettcher, Karen Bargy (arrived at 9:20 a.m.), Dave Heeres  
Members absent: None  
Others present: Mike Crawford, Sheryl Guy, Pete Garwood, Janet Koch, and Jim Rossiter

### **1. The meeting was called to order at 9:00 a.m.**

Chairman Ed Boettcher introduced Dave Heeres, the newly appointed County Commissioner.

### **2. Public Comment**

None.

### **3. Emergency Services Update**

Leslie Meyers, Emergency Services Coordinator, was not present at the meeting. The Committee reviewed her report, which had been submitted with the Committee packets.  
(See attached pgs.1-2)

### **4. Meadow Brook Medical Care Facility (MCF)**

Marna Robertson, MCF Administrator and David Schulz, MCF Administrative Services Director, joined the meeting. Mr. Schulz distributed the Monthly and Year-to-Date Budget Operating Results Comparisons for August 2014 (see attached pg. 3). Mr. Schulz said that while the budgeted revenue is down due to not having the expected number of beds online at this point of the construction process, there is a corresponding reduction in expenditures. The current resident census is 104 with a total bed availability of 133 when the construction is complete.

Mr. Schulz told the Committee that both the fire marshal and final building inspection were scheduled for that day. It is expected that residents will be moved into the final renovated areas by mid-November.

The Committee reviewed the MCF Status of Cash, Depreciation and Restricted Funds Accounts distributed by Mr. Schulz (see attached pgs. 4-6). On the third page of the report, Mr. Schulz brought the Committee's attention to the \$71,150.00 dollar amount of construction change orders funded by MCF.

Pete Garwood, County Administrator, asked if Mr. Schulz had contacted the MCF insurance company regarding a potential decrease in premiums due to MCF having lightning protection. Mr. Schulz said he had, but there wouldn't be any change in premiums.

Ms. Robertson said MCF had begun seeing outpatient therapy patients in August. A number of employees and discharged patients are already making use of the service.

Regarding the Board of Commissioner's appointee to the MCF Board, Ms. Robertson asked that the Board consider the value of their appointee's consistent attendance and continuity to the MCF and their Board. The Committee and Mike Crawford, Chairman of the Board of Commissioners, agreed to take her request under advisement.

## **5. Meadow View Apartments**

Mr. Schulz commended Judy Parliament, the recently appointed Director of Commission on Aging (COA), for including a notice about the availability of Meadow View Apartments in the COA newsletter. He distributed Meadow View's Monthly and Year-To-Date Budget for August 2014 (**see attached pg. 7**), noting that the fund balance as of July 31, 2014 is \$33,432.48. Mr. Schulz said the current occupancy is 67%.

## **6. Commission on Aging (COA)**

Ed Boettcher said in the future he will expect Ms. Parliament to report to the Committee quarterly unless there are budget issues to discuss. Ms. Parliament distributed COA's year-to-date (YTD) revenue and expenditure report (**see attached pgs. 8-12**). She said she is working with Deb Haydell, County Accountant, to make the appropriate journal entries to correct inaccurate coding of invoices. Mr. Boettcher requested, in the future, that the year-to-date reports she presents include a completed month's revenues and expenditures.

Karen Bargy asked if Ms. Parliament anticipated that the COA's expenditures would be at or below the budget amounts. Ms. Parliament said that she did.

### **Homechore Snow Removal Contracts**

Ms. Parliament distributed the snow removal program rules for 2014-15 (**see attached pg. 13**). The new contracts will start on December 1 due to the November 30 end date of the existing contracts. Next year's contracts will start earlier than December 1. She said she has eliminated the voucher program and that clients will be able to choose a contractor from the approved list (**see attached pg. 14-15**). Mr. Crawford asked if background checks are done on contractors; Ms. Parliament said they are.

The Committee discussed the legal review process.

**Motion by Karen Bargy, seconded by Dave Heeres, to recommend that the Board of Commissioner's approve the Commission on Aging's revised snow removal rules for 2014-15 and associated service agreements upon legal review. Motion carried – unanimous.**

### **COA Update**

Ms. Parliament said she has one mini meal site planned and that they are making updates to the Nifty Thrifty store.

The Committee requested that Ms. Parliament provide a written motion in the Committee packets if she would like the Committee to consider an action.

## **7. Probate Court Update**

Bill Hefferan, Probate Court Administrator, joined the meeting. Mr. Boettcher asked Mr. Hefferan to provide the Committee with a monthly budget update, but that he only needed to appear in front of the Committee quarterly unless there are budget issues.

Mr. Hefferan distributed a fund history of the Probate Court (**see attached pg. 16**). He also distributed and reported on the Child Card Fund and associated funds (**see attached pgs. 17-19**). Mr. Hefferan asked about the Lawyer-Guardian Ad Litem Contract for Child Welfare Cases, asking if the contract needs to be signed by both the Chairman of the Board of Commissioners and the Family Division Judge. This issue had been discussed at the March 6, 2014 Administration Committee meeting.

Jim Rossiter, Civil Counsel to Antrim County, began a discussion of the necessity for any Board approval of an approved budgeted item in an elected official's department. The Committee's consensus was that the contract did not need to be signed by the Board's Chairman.

## **8. Antrim County Transportation (ACT) Update**

### Financial Report

Al Meacham, ACT Director, presented the following: November vouchers, YTD expenses, YTD revenues, miscellaneous 2014 revenues, and a trial balance (**see attached pgs. 20-24**). Because of the funding received from the State of Michigan, the ACT budget year matches the fiscal year of the State and ends on September 30. Mr. Meacham said there is a timing issue with regards to revenue due to a Federal payment in December.

Mr. Boettcher asked about the expenditure 864.00 for bus parts; Mr. Meacham said the high amount is due to the aging of the ACT fleet. The Committee and Mr. Meacham discussed the issue of reduced Federal and State funding for vehicles. Mr. Meacham said the Rural Task Force – which for Antrim County is Region 10, made of approximately 6 counties – is a potential funding source. Mr. Garwood asked Mr. Meacham if he thought the purchasing sources for new vehicles would work out; Mr. Meacham said he didn't think so. There are currently 14 vehicles in the ACT fleet.

### Ridership

Mr. Meacham presented the current ridership figures.

### Communications

Mr. Meacham said he typically presents the ACT budget to his oversight committee in January. With the change in the committee structure, Mr. Meacham said he'd like to present it in December and that he could email it to the Committee members within a week. Mr. Boettcher said it should also be sent to the Administration Office. Ms. Bary asked that any substantial changes in the proposed budget be highlighted.

Mr. Meacham told the Committee that a recurring Federal grant application was received in his office two days previously. Mr. Meacham said it is a formality and that the return of the signed application will result in an increase in the grant funding, which is essentially a percentage of the state-reported ACT expenses. The percentage would increase from 16% to 18.5%.

**Motion by Karen Bary, seconded by Dave Heeres, to have the Chairman of the Board of Commissioners sign the document and put it before the Board of Commissioners for final approval at their next meeting. Motion carried – unanimous.**

## **9. Housing Update**

Jonathan Scheel, Housing Director, joined the meeting. Mr. Boettcher asked him to explain the function of the Housing Department. Mr. Scheel said there are many in Antrim County who have a great need for housing assistance. State and Federal grant money is available and the County can obtain those grants. He added that the grants are distributed as loans to the populace.

Mr. Scheel distributed the housing report (**see attached pg. 25**). He said he expects that a \$175,000 Michigan State Housing Development Authority (MSHDA) grant will be available within two weeks.

Ms. Bargy asked if all of the housing programs are loan-based. Mr. Scheel said yes, adding that it had been different in the past and could be different in the future. He said some loan payments are deferred until the sale of the home.

Mr. Scheel said 50% of the \$175,000 will have to be spent within three targeted areas, which are inside the boundaries of Central Lake, Mancelona, and Bellaire. Ms. Bargy asked if that aligns with current applications; Mr. Scheel said yes in Mancelona, not as much in Central Lake and Bellaire. He told the Committee that the State had backed away from a previous move toward grants that applied only in the targeted areas.

Mr. Scheel said he'd attended an event, Project Connect, at the end of September in Ellsworth. He added that COA had distributed 1300 housing flyers with their newsletter.

Mr. Garwood asked if Mr. Scheel was aware of the Community Collaborate. Mr. Scheel was given contact information for the group.

## **10. Airport Update**

John Strehl, Airport Manager, joined the meeting and distributed the airport's YTD financial report (see attached pg. 26-27). The Committee asked that he, in the future, submits a report that provides financial information that ends with a completed month. Mr. Boettcher also asked for footnotes that would explain any anomalies in the statement.

### Sale of County-owned Items on Internet

Mr. Strehl asked if he could sell the airport snowblower and other items through the Internet. Mr. Garwood said online payment is being researched by the County Treasurer. Ms. Bargy asked about the current policy for selling equipment. There was a discussion of online sales methods.

**Motion by Karen Bargy, seconded by Dave Heeres, to recommend that the Board of Commissioners allow the Airport Manager to offer the airport snowblower and airport snowplow for sale on eBay with a minimum reserve with the addition of legal terms in the advertisement as determined is necessary. Motion carried – unanimous**

### Field lighting

Mr. Strehl said the field lighting repairs that were necessary from a lightning strike from last year are complete. The repair cost will be covered by insurance.

### Snow Removal Equipment (SRE)

Mr. Strehl said the airport's SRE is ready for the winter.

### Snow blower

Mr. Strehl said he expects to receive the new snow blower by the end of November. He said a Federal grant will pay for 95% of the snow blower's cost and that the County's 5% match will be covered by the sale of the old snow blower.

## Insurance

Mr. Strehl noted the difficulty of scheduling the Chicago-based insurance agent to coincide with the Committee meeting. It was agreed that Mr. Strehl, Mr. Boettcher, Mr. Garwood, and a representative from Civil Counsel will meet with the insurance agent in November, previous to the next Committee meeting. They will report back to the Committee regarding the meeting. The Committee discussed timing of purchasing fuel.

### **11. Jail Video & Intercom Upgrade Bid Opening**

Jail Sergeant Todd Rawling said there is \$30,000 in the budget for the jail video and intercom upgrade project. In addition, two grants (\$34,000 and \$10,000) are available, but must be fulfilled before the end of the year.

Mr. Boettcher opened the bids and Mr. Garwood tallied the bid information. Bid totals were as follows:

- Midstate \$98,150
- Advanced Satellite \$78,635.84
- ASCOM North \$55,950

After some discussion of the bids, the Committee asked Mr. Rawling to study the bids and submit a report to the Finance Committee. The Committee asked that the report recommend options, and that it address servicing cost information.

### **12. Sheriff Department Update**

Sheriff Dan Bean said they had hired two new road officer deputies, filling two vacant spots. Sheriff Bean said that there had been no interest at the recent department head meeting regarding an internal sale of the prisoner transfer vehicle.

There is no sheriff auction currently scheduled; at this point there likely won't be an auction until spring. Mr. Garwood said that there had been a suggestion at the department head meeting that Nifty Thrifty be allowed to sell items from the upstairs hallway. Mr. Boettcher said the issue should go to the Buildings, Lands and Infrastructure Committee meeting under various matters.

#### Jail Physician / Jail Nurse Contracts (see attached pgs. 28-32)

Sheriff Bean said the only change to the contracts was the dates.

**Motion by Karen Bargy, seconded by Dave Heeres, to recommend that the Board of Commissioners approve the 2015 Jail Physician and Jail Nurse contracts.  
Motion carried – unanimous.**

There was a discussion of whether or not the County budget is a line item-approved budget. Mr. Garwood said he would look into the existing contract signatory policy.

## Noise Ordinance

At the previous Board of Commissioner's meeting, Greg Payne of the Torch Lake Protection Alliance, raised the issue of a noise ordinance. Sheriff Bean said if a township has no law enforcement officers, that the township supervisor is usually responsible for enforcement unless they have a contract with the Sheriff's Office. Sheriff Bean said if there's a noise ordinance, that it should be County-wide.

## 911 Update

### Frontier Maintenance Contract (see attached pgs. 33-36)

Sergeant Steve Bratschi said the maintenance contract covers the computers that take 911 calls and the associated equipment. Frontier is the local carrier for the phone system and is the only choice for a maintenance agreement. The department has used the maintenance services in the past for equipment replacement.

**Motion by Karen Bargy, seconded by Dave Heeres, that the Committee accepts the Frontier maintenance contract and recommends that the Board of Commissioners approve the contract. Motion carried – unanimous.**

Mr. Boettcher asked for an update on the Tele-Rad system. Sergeant Bratschi said they are still having issues, the tower is functional, but there is an issue with the GPS clock that might recur.

Mr. Boettcher asked about the generator for the County's computer server. Sergeant Bratschi said he thought a portable generator could suffice, adding that the sheriff's 911 system and telephones operate off the County building's server. Mr. Garwood asked about using alpha-numeric paging to contact County employees in case of a power outage. There was a discussion of grant possibilities for the purchase of a generator to power the County building's server and telephone systems.

It was agreed that Valerie Craft, IT Director, and Dave Vitale, Maintenance Director, along with Mr. Garwood and Sergeant Bratschi should both be involved in research regarding a generator.

Mr. Bratschi said that the new Elk Rapids EMS will keep the Antrim County 911 as dispatch for the Elk Rapids ambulances. He added that they will be interviewing 6 applicants for the dispatch position. Ms. Bargy said the Health Department had advertised on Craig's List, an online service, for a position and received a good response.

Mr. Garwood mentioned an article in the *Traverse City Record-Eagle* regarding medical examiners.

### **13. Veteran's Affairs Update**

Deb Peters, Department Head, will report to the Committee next month.

### **14. Various Matters**

Mr. Boettcher said he had just heard the previous day that the regional co-operative grant for 911 services had not been awarded locally.

The meeting was adjourned at 1:00 p.m.

# **Health and Public Safety Committee**

Karen Bargy

**Ed Boettcher, Chairman**

David Heeres

## **Minutes November 25, 2014**

Members present: Ed Boettcher, Karen Bargy (arrived at 9:10 a.m.), Dave Heeres  
Members absent: None  
Others present: Pete Garwood, Deb Haydell, Janet Koch

### **1. The meeting was called to order at 9:00 a.m.**

### **2. Public Comment**

Dean Branson, a member of Antrim County United Through Ecology (ACUTE), asked which County committee would be most appropriate to work with for developing consensus strategies regarding the TCE plume.

Mr. Branson said the Cedar River well field is in the direct trajectory of the plume, adding that the Michigan Department of Environmental Quality (DEQ) is offering \$750,000 toward the project through the end of 2014 and that the DEQ is offering engineering services. He acknowledged that Antrim County is waiting for a Michigan Attorney General's opinion regarding the legality of the County contributing financially to the project.

Steve Grill, also a member of ACUTE, said they would answer any questions the Commissioners had. He said questions had come up regarding putting a well north of the Cedar River. Mr. Grill said a well east of Mancelona had been determined by engineers and the DEQ to be the safest and most viable. Mr. Grill also said treating the contaminated water would have extremely expensive operational costs that would have to be paid by the users of the water system, who are already paying very high rates. Remediation techniques were discussed.

### **3. Meadow Brook Medical Care Facility (MCF)**

Marna Robertson, MCF Administrator, has started discussions with Pete Garwood, County Administrator, and Jim Rossiter, Antrim County Civil Counsel, regarding MCF's financial interests regarding liens and collections. Currently these issues are dealt with by MCF and the Department of Human Services. Ms. Robertson would like to learn if Mr. Rossiter is interested in taking up these types of issues. The previous civil counsel did not.

Regarding the Meadow Brook construction project, Ms. Robertson said the licensing fire marshal inspection has revealed some potential issues with the interior doors and frames to the seven households.

David Schulz, MCF Administrative Services Director, asked if they would be required to appear in front of the Committee in the future on a monthly basis. Mr. Boettcher said quarterly appearances would be fine after the construction project is completed.

The Committee reviewed the MCF Status of Cash, Depreciation and Restricted Funds Accounts distributed by Mr. Schulz (**see attached pgs. 1-4**). On the third page of the report, Mr. Schulz brought the Committee's attention to the \$116,912.00 dollar amount of construction change orders funded by MCF.

Mr. Boettcher asked about the Consultant & A/E fees noted on the last page. Mr. Schulz said the County had requested appearances by Hooker-DeJong and that MCF gets billed for these, at approximately \$2500 per trip. Mr. Boettcher asked that the issue be addressed by the Buildings, Lands & Infrastructure Committee. Mr. Schulz said that Hooker-DeJong did not always bill for extra engineering work.

#### **4. Commission on Aging (COA) Dining Out contracts**

Mr. Boettcher commended Judy Parliament, COA Director, saying that the materials she'd provided in the Committee packets were comprehensive. **(See attached pgs. 5-17)**. Ms. Parliament said the Dining Out contract for Shirley's is a renewal; B.C. Pizza's is a new contract. Karen Bargy asked about participation; Ms. Parliament said 1200 vouchers were utilized last year. Ms. Parliament said the only negative comment she's received regarding the programs is that no local restaurants participate. She will be approaching area restaurants in the future.

**Motion by Karen Bargy, supported by David Heeres, to recommend that the Board of Commissioners approve the two-year Nutrition Purchase of Service (POS) Contracts for the Dining Out Meal Program with Shirley's Café and Shirley's in the Woods Café (SST Enterprises, Inc.) and B.C. Pizza (Hammy LLC dba B.C. Pizza).**

**Motion carried – unanimous.**

Ms. Parliament told the Committee that the financials included in the packets **(see attached pgs. 18-22)** was for the completed month of September. Mr. Boettcher asked about the health insurance line items. Deb Haydell, County Accountant, said they are being reallocated to the proper line item. There are no missing expenses; they just need to be moved to different line items. Ms. Bargy asked that the reallocated reports be ready for the next Finance Committee meeting.

#### **5. Veterans Affairs Update**

Deborah Peters, Veterans Affairs Director, asked the Committee if they had any questions regarding the update that was included in the Committee packets **(see attached pg. 23)**.

Mr. Boettcher asked Pete Garwood, County Administrator, about the open position on the Veterans Affairs Board. There are five members of the Board and the position was advertised in the newspapers and sent to the various service posts.

#### **6. Emergency Services Update**

Leslie Meyers, Emergency Services Coordinator, had included an update with the Committee packets **(see attached pg. 24)**. She was asked by Mr. Boettcher why she was working with the Paddle Antrim event. She said with up to 2000 paddlers on waters, it is important that safety measures for the event, emergency action guidelines, be in place.

She told the Committee she is working on a MCF evacuation plan with John McCleese, the MCF Maintenance Director. Ms. Meyers said the Emergency Services car is being sold. She gave the Committee an update on the progress of updating the Natural Hazard Mitigation Plan. She expects to have the Plan before the Board of Commissioners in January 2015.

Ms. Bargy asked about the feedback Ms. Meyers had received at the various fire departments. She said her training video regarding first responders and autism has created a lot of positive conversation.

## **7. Antrim County Transportation (ACT) Update**

### Financial Reports

Al Meacham, ACT Director, presented the following: December vouchers, Year-To-Date (YTD) expenses, YTD revenues, miscellaneous 2014 revenues, and YTD contract revenues (see attached pgs. 25-29). Mr. Meacham said the YTD Contract Revenues sheet, which runs from September through August, reflects the school year.

Mr. Boettcher asked why the ACT finances aren't reported in BS&A like all the other departments. Ms. Haydell said that ACT's revenues follow the State of Michigan's fiscal year which runs from October 1 through September 30. This is different from the County's fiscal year, which is a calendar year. Ms. Haydell said she is working with Mr. Meacham to move the ACT finances into BS&A.

Ms. Haydell distributed an invoice of \$1,449.67 for an emergency 911 phone (see attached pg. 30). This would be an exterior call station that could only call 911, and would be placed by the gas pumps. He told the Committee it was a required item. Though this was not a budgeted item, Mr. Meacham said he had money in the ACT budget.

**Motion by Karen Bargy, supported by Dave Heeres, to recommend that the Finance Committee approve the purchase of an emergency phone for \$1,449.67 from Frontier, line item 588000-296-980.000. Motion carried – unanimous.**

### 2016 Budget Preliminary Discussion

The Committee reviewed Mr. Meacham's proposed 2016 budget (see attached pgs. 31-32). Ms. Haydell said the ACT is audited every year, which will now be charged to the ACT budget. Mr. Boettcher asked why the 2016 budget was being presented now. Ms. Bargy said the State requires that the budget be submitted in March. Mr. Garwood said Mr. Meacham had asked to present the budget a month earlier than was usual in order to present it to a Board of Commissioners that was familiar with the ACT operations.

**Motion by Karen Bargy, supported by Dave Heeres, to recommend that the Board of Commissioners adopt the 2016 ACT budget as presented. Motion carried – unanimous.**

## **8. Airport Update**

### Fuel Farm

John Strehl, Airport Manager said that a recent project to replace the underground wire to the fuel tanks was more complicated than anticipated. Because of deterioration of the conduit due to rust, the wires couldn't be pulled. The replacement of the conduit added \$1,584.00 to the project, which was originally approved at \$1,867.00.

An invoice of \$3,451.00 from Arndt Electric Service was presented (see attached pg. 33). Mr. Boettcher asked for a breakdown on a time and materials basis instead of just a flat amount.

**Motion by Karen Bargy, supported by Dave Heeres, to recommend the Finance Committee approve the additional payment of \$1,584.00 to Arndt Electric Service (Invoice #7743) for the Antrim County Airport emergency repair bringing the total cost of the project to \$3,451.00. Motion carried – unanimous.**

### Field Lighting

Mr. Strehl said the repairs from 2013 lightning strike have been completed.

### Hangar Lease

Mr. Strehl said the twenty-year lease between the County and Dave and Sue Reck is expiring at the end of the year (see attached pgs. 34-42). This is the new standard hangar lease; two other lessees have signed the new standard lease. Mr. Garwood suggested that it be confirmed that the Reck's lease is a verbatim version from the other lease agreements.

Ms. Bargy asked that Mr. Garwood check to see when the new standard version of the hangar lease had been approved. She also asked that Mr. Rossiter approve the long lag time between the signing date of 4-1-2014 by Dave and Sue Reck and the current date.

**Motion by Karen Bargy, supported by Dave Heeres, to recommend that the Board of Commissioners authorize the Chairman of the Board of Commissioners to sign the hangar lease agreement based on the two questions above being answered satisfactorily.**

**Motion carried – unanimous.**

### 2015 Capital Improvement

Replacement of Guidance Signs, Apron Lighting and Wind Cone

Mr. Strehl said Mead & Hunt will be doing the design work for the sign project; \$16,779.12 will be the full cost of the design work (see attached pgs. 43-45). The County is required to pay the full amount, but will be reimbursed for 95% of the cost from the State of Michigan. Ms. Haydell said Mr. Strehl is asking for permission to spend that amount as capital outlay.

The estimated cost of the actual project is \$145,000. Mr. Strehl expects a June bid opening, but added that the date is dependent on when the Federal money is released. There was a discussion of the project's timing. It was noted that civil counsel has approved the contract for the design work.

**Motion by Karen Bargy, supported by Dave Heeres, to recommend that the Board of Commissioners approve the contract with Mead & Hunt for the airport sign design work for an expenditure of \$16,779.12 with a 95% reimbursement upon the completion of design work from the 2015 budget, line item 581000-901-980.285. Motion carried – unanimous.**

### MetLife Blimp

Mr. Strehl said the Van Wagner Airship Group is asking that the Antrim County airport allow the MetLife blimp to stay at the airport during the week of Cherry Festival. Mr. Strehl has been in contact with the Ann Arbor airport manager regarding an appropriate landing fee.

### Insurance meeting update

Mr. Strehl said that he, Mr. Garwood, and Mr. Boettcher had recently met with a Chicago-area representative from NationAir. This company holds the insurance policy for the airport operations, such as fuel farms and aircraft, that are under the supervision of airport personnel. MMRMA (Michigan Municipal Risk Management Authority), the County's regular liability insurance carrier, does not insure airport operations.

The NationAir representative said the County is not under-insured, but he will provide other options for the Committee to consider before the renewal date.

October 31, 2014 Financials (see attached pgs. 46-47)

Mr. Boettcher asked Mr. Strehl about the percentage of YTD expenses, asking if it was a concern to have expenses at 81.33% when there are two months remaining in the year. Mr. Strehl said no, adding that he had filled the fuel tanks and that \$25,000 of hangar lease revenue would be in before the end of the year.

Snow Blower

Mr. Strehl said the new snow blower has not yet arrived, but it will arrive before the end of the year. Ms. Haydell said it will be a 2014 asset. The estimated total cost of the snow blower is \$128,000; the County's 5% match is \$6,400. The Michigan Department of Transportation will bill the County for \$6,400; the County is not required to pay the full amount and subsequently wait for reimbursement. However, the \$6,400 needs to be paid from 2014 funds and there are not sufficient funds in the 2014 airport budget.

Mr. Boettcher asked, in the future, that Mr. Strehl present a written report regarding such issues to help clarify the matters for the Committee.

**Motion by Karen Bargy, supported by Dave Heeres, to recommend that the Finance Committee approve using \$3,482.00 from the airport's fund balance combined with \$2,918 that is already in line item 581000-295-954.295 to make up the 5% grant match for the snow blower. Motion carried – unanimous.**

**9. Sheriff Department Update**

Sheriff Dan Bean presented the Animal Control report (see attached pgs. 48-49). He told the Committee that the two new vehicles have been delivered, but that they need to have radios and striping before going out on the road. \$2,800 was obtained on trade-in for the old vehicles.

Sheriff Bean said that Jail Sergeant Todd Rawling is moving forward with the installation of the jail video and intercom system and that numerous people from the Sheriff's Department are working on the sheriff pages for the new website.

911 Update

Tele-Rad 2015 Service Agreement (see attached pgs. 50-53) - Ms. Bargy asked Sergeant Steve Bratschi if he was happy with Tele-Rad's service; he said that he was.

**Motion by Karen Bargy, supported by Dave Heeres, to recommend that the Board of Commissioners authorize the Board's Chairman to sign the Tele-Rad service agreement. Motion carried – unanimous.**

Sergeant Bratschi and the Committee discussed future grant applications for the regional cooperative grant for 911 services and maintenance issues regarding the Simulcast system. He also told the Committee that the Michigan State Police recently performed a compliance audit, in this case a Law Enforcement Information Network (LEIN) audit. They expected to have the audit results in approximately a week.

Sergeant Bratschi said they hope to fill the dispatch position by mid-December.

**10. Various Matters**

None.

The meeting was adjourned at 11:53 a.m.