

Health, Animal Control and Public Safety

Bernard Blackmore

Larry Bargy, Chairman

David Howelman

Minutes January 28, 2009

Members present: Bernie Blackmore, Dave Howelman and Larry Bargy
Members absent: None
Others present: Pete Garwood, Jack White, Carl Goeman (Emergency Services) and Sheriff Dan Bean

1. Meeting called to order at 9:00 a.m.

2. Public Comment

None

3. Sheriff Department Update

Dan Bean, Sheriff joined the meeting and gave update on the department. The exhaust fan in the cat room in the Animal Shelter has been installed. The Sheriff Department Administration Office, which has been closed during the lunch hour and closed for the day at 4:30 p.m., will now be open during the lunch hour and will remain open until 5:00 p.m. or later Monday through Friday. They are working on getting permission to park the patrol cars at the sub-stations in other parts of the County. The department is also working on getting a couple of sub-stations on the east side of the County.

Sheriff Bean and Peter Garwood, Coordinator/Planner informed the Committee that the Letter of Understanding establishing the recreation officer position, has been signed by all parties. Sheriff Bean plans to fill the vacant corrections officer position in mid-February. The current office manager will be taking that position. The employee currently in the clerk/typist position will take the office manager position, which means the clerk/typist position will have to be filled.

Sheriff Bean has restored road deputy authority to Officer Trish Pratt.

4. Tribal Grant Application

Carl Goeman, Emergency Services Coordinator distributed a document which illustrates the number of homes that do not display a house number in compliance with the Antrim County Street and Road Numbering Ordinance (attached).

Motion by Dave Howelman, supported by Bernie Blackmore, to recommend the Board of Commissioners approve the Emergency Services Coordinator submit a grant application to the Grand Traverse Band of Ottawa Chippewa Indians for house numbering signs (green with white reflective numbers) for residence and businesses in Antrim County. Motion Carried – Unanimous.

5. Emergency Management

Purchase of 800Mhz Radios for 911 and EOC:

Mr. Goeman requested permission to proceed with getting prices for 800 Mhz radios and equipment to be purchased through the Public Safety Interoperable Communications (PSIC) grant, with a required 20% match (see attached).

Motion by Bernie Blackmore, supported by Dave Howelman, to recommend the Finance Committee find the money and the Board of Commissioners approve the Emergency Services Coordinator apply through the PSIC Grant for 800 Mhz radios and equipment with the County providing a match of 20% or approximately \$11,000. Motion Carried – Unanimous.

Mr. Goeman informed the Committee that the Antrim County Red Cross office in Bellaire was closed. Mr. Goeman wanted support for approaching the main office in Petoskey to find out why they closed the office and what we could do to reverse the action. The Committee all agreed it was a great idea.

Mr. Goeman informed the Committee that he has been approached by Ray Mills from the Area Seniors, Inc. for assistance distributing the "File of Life". The File for Life is a form that can be completed and stuck on a refrigerator in a custom made container (magnet), for emergency service personnel to find when they arrive during an emergency.

Training Dollars:

Sheriff Bean informed the Committee with the office manager moving on to the vacant corrections officer position and the clerk/typist moving into the office manager position he was hoping to get the Board of Commissioners to add \$2,000 to his budget for training of office staff in their new positions (which would allow the current employee and their replacement to work side by side for a couple of weeks).

Motion by Dave Howelman, supported by Bernie Blackmore, to recommend the Finance Committee find the dollars and the Board of Commissioners approve a \$2,000 training fund for the Sheriff Office personnel. Motion Carried – Unanimous.

6. AED Update

Peter Garwood, Coordinator/Planner updated the Committee on the AED (Defibrillator) policy.

7. Homeland Security Grant

Carl Goeman informed the Committee that the grant administration of the Homeland Security Grant is going good. He also informed the Committee that, in addition to paying for grant administration with the M and E money, the County can use it for the purchase of equipment. The Committee thought this was a good idea. Mr. Goeman will get together with the other departments involved for ideas on needed equipment.

Meeting adjourned at 10:10 a.m.

Health, Animal Control and Public Safety

Bernard Blackmore

Larry Bargy, Chairman

David Howelman

Minutes March 25, 2009

Members present: Bernie Blackmore, Dave Howelman and Larry Bargy
Members absent: None
Others present: Pete Garwood and Jack White

1. Meeting called to order at 9:03 a.m.

2. Public Comment

None

3. Sheriff Department Update

Sheriff Dan Bean and Sergeant Steve Bratschi joined the meeting. Sheriff Bean gave a written (attached) and verbal update. Sheriff Bean also distributed an inventory of the Sheriff Department vehicles (attached).

4. Grant Application Request

The Sheriff requested permission to submit a grant application, which would allow the department to purchase a background for the target area that is made out of a material that would safely keep the bullet lead out of the surrounding earthen bank.

Motion by Bernie Blackmore, supported by Dave Howelman, to recommend the Finance Committee find the funds and the Board of Commissioners approve the submittal of a grant application by the Sheriff Department for the shooting range which has a required \$3,000 match. Motion Carried – Unanimous.

5. Cyber Crime Investigations

The Sheriff informed the Committee he will be requesting the release of \$12,000 from his budget for software and training from the Finance Committee to tackle computer crimes.

6. Marine Patrol

The Sheriff updated the Committee on a new program that the Marine Patrol will be starting on the lakes.

The Sheriff will be requesting from the Finance Committee, the release of budgeted funds for new life jackets and a new boat motor.

7. 911 Dispatch

Sergeant Bratschi distributed, and the Committee reviewed, the Michigan Public Safety Communication System Integration Agreement with Antrim County along with the associated Memorandum of Agreement (MOA) (attached). The State requires the County enter into this agreement and adopt the MOA in order to utilize the Statewide communication system (800 MHz Communication System).

Motion by Bernie Blackmore, supported by Dave Howelman, to recommend the Board of Commissioners adopt the resolution to approve the Michigan Public Safety Communication System Integration Agreement with Antrim County, along with the Memorandum of Agreement, and that the Chairman of the Board of Commissioners be authorized to sign both. Motion Carried – Unanimous.

A new law (PA 379) was passed on December 23, 2008 which made changes to the 911 statute for the State of Michigan, particularly in the area of funding. The law requires the County to indicate whether we are going to go for an additional surcharge to support the 911 dispatch Center or continue with the current funding amount for the year July 1, 2009 and June 30, 2010.

Motion by Bernie Blackmore, supported by Dave Howelman, to recommend the Board of Commissioners approve sending a letter to the State indicating, that for the year July 1, 2009 to June 30, 2010, Antrim County will continue the collection of its current 911 surcharge as approved by the MPSC U-15489. Motion Carried – Unanimous.

Along with the letter, 911 Dispatch Center staff will send a completed form SNC-500, as requested by the State.

8. Sheriff Bean gave an update on the animal control department.

9. Sanitary Code

The Committee briefly discussed the Health Department Sanitary Code.

Meeting adjourned at 10:35 a.m.

Health, Animal Control and Public Safety

Bernard Blackmore

Larry Bargy, Chairman

David Howelman

Minutes April 28, 2009

Members present: Bernie Blackmore, Dave Howelman and Larry Bargy

Members absent: None

Others present: Pete Garwood and Jack White

1. Meeting called to order at 9:00 a.m.

2. Public Comment

None

3. Off Road Vehicle (ORV) Ordinance

Burt Thompson, Road Commission Manager and Carl Goeman, Emergency Services Coordinator joined the meeting.

Cliff Lanning and others joined the meeting. They expressed a desire to see an ordinance that would allow ORV's or four wheelers to drive on the sides of the County roads. Mr. Lanning gave reasons why he thought the County should enact an ordinance. Mr. Lanning also provided a petition (attached) signed by many who wanted to see an ORV ordinance adopted.

Mr. Thompson provided reasons why the Road Commission voted against recommending an ORV ordinance to the Board of Commissioners.

Sheriff Dan Bean, Sergeant Steve Bratschi and Valerie Craft, Information Technology Director joined the meeting.

According to Mr. Lanning the following are counties that have approved an ORV ordinance:

- Montmorency
- Wexford
- Charlevoix
- Kalkaska

Motion by Bernie Blackmore, supported by Dave Howelman, to recommend the Board of Commissioners approves opening the County roads to ORV's. Motion Carried – Unanimous.

4. Animal Shelter Update

Sheriff Bean informed the Committee that the grates over the drains, in front of the outdoor portion of the kennels, are rusting out. They are going to cut the rust parts off the grates and reinstall them for the time being.

Sheriff Bean requested permission to use the Animal Shelter Donation Fund to install a

fence for an animal run at the Animal Shelter.

Motion by Dave Howelman, supported by Bernie Blackmore, to recommend the finance Committee and the Board of Commissioners approve fencing in an area at the Animal Shelter at a cost of \$3,035.52 (Charlevoix Fencing Co.) to be paid out of the Animal Control Donation Fund. Motion Carried – Unanimous.

5. Sheriff Department Activities

Sheriff Bean informed the Committee an in car camera was recently received. He is seeking reimbursement for some of the cost through the Michigan Municipal Risk Management Association (MMRMA).

Sheriff Bean informed the Committee they intend to update the current surveillance system in the jail, which includes replacing the current black and white TV screens and matrix system that are used to monitor the areas of the jail with one large screen that will be divided up in to separate images around the inside of the jail. The plan also calls for replacing one camera, adding another camera and two microphones. The fund that is generated from inmate calls to their friends and family along with a possible grant from the MMRMA will pay for the technology upgrade. The entire upgrade for the jail control room is \$8,939.00.

Sheriff Bean informed the Committee why he needs to keep all the vehicles in his current fleet. The Committee asked many clarifying questions.

Motion by Bernie Blackmore, supported by Dave Howelman, to recommend the Sheriff Department be allowed to keep all cars (21) in the current fleet. Motion Carried – Unanimous.

Sheriff Bean addressed the plan to use the township halls as Sheriff Department substations. He indicated that Milton Township, if the Committee agrees, will serve as the "pilot program" for connecting the substations to the Sheriff Department and the Prosecutors Office.

Motion by Bernie Blackmore, supported by Dave Howelman, to recommend the Board of Commissioners approves entering into an agreement with Charter Communications to install and operate an internet connection in the Milton Township Hall. Motion Carried – Unanimous.

Mr. Howelman and Sheriff Bean discussed the new Marine Patrol program.

6. Mapping

Sergeant Bratschi informed the Committee that CCE 911 Center (includes Cheboygan, Charlevoix and Emmet Counties) wants to do a data swap for the 911 layer from the Computer Aided Dispatch. Sergeant Bratschi has forwarded the agreement to Charlie Koop, Civil Counsel. When he and Mr. Koop are comfortable with the agreement the Board of Commissioners will have a chance to vote on it.

Meeting adjourned at 10:50 a.m.

Health, Animal Control and Public Safety

Bernard Blackmore

Larry Bargo, Chairman

David Howelman

Minutes May 29, 2009

Members present: Bernie Blackmore, Dave Howelman and Larry Bargo
Members absent: None
Others present: Pete Garwood

1. Meeting called to order at 9:00 a.m.

2. Public Comment

None

3. Community Corrections Grant

Greg Somers, Community Corrections Coordinator joined the meeting and presented a request for approval of the Community Corrections Grant for the 13th Circuit. He has obtained approval from Grand Traverse County and has yet to visit Leelanau County.

Motion by Bernie Blackmore, Supported by Dave Howelman ,to recommend the Board of Commissioners approve acceptance of the Community Corrections Grant from the State of Michigan, a three year grant with the year 2010 at \$329,498.00. Motion Carried – Unanimous.

4. Sheriff Department Update

Sheriff Dan Bean presented a verbal report and written report (attached).

Sheriff Bean presented a request for 20 digital cameras for the road officers.

Motion by Bernie Blackmore, Supported by Dave Howelman, to send the request from Sheriff Bean for 20 digital cameras at a cost of \$3,964.00 to the Finance Committee. Motion Carried – Unanimous.

5. Grass River Natural Area (GRNA) Building Proposal

Mark Randolph, Director and Zach Liggett, President of GRNA joined the meeting. The two presented a copy of the Feasibility Study, a reduced copy of the floor plans and estimated costs for the proposed nature center building at the GRNA. Additionally, they presented a draft between GRNA, Inc. and Antrim County specific to the construction of the nature center building.

6. Off Road Vehicles (ORV) Ordinance

Peter Garwood, Coordinator/Planner informed the Committee that once Charlie Koop, legal counsel had a chance to look at the statute, which gives counties authority to open roads to ORV's, it became apparent that the requirements for ordinance adoption may delay the opening of the roads past the 45 days from initial Board of Commissioners action.

Meeting adjourned at 10:10 a.m.

Health, Animal Control and Public Safety

Bernard Blackmore

Larry Bargy, Chairman

David Howelman

Minutes June 24, 2009

Members present: Bernie Blackmore, Larry Bargy and Dave Howelman (arrived at 9:45 a.m.)
Members absent: None
Others present: Pete Garwood and Laura Sexton

1. Meeting called to order at 9:00 a.m.

2. Public Comment

None

3. Probate and Family Court Budgets

Bill Hefferan, Probate Court Administrator joined the meeting and presented the budget request for the Family Court.

Motion by Bernie Blackmore, support by Larry Bargy, to approve the Family Court budget, the Family Court-Detention Support budget, and the Probate Court budget with amendments for submission to the Finance Committee and Board of Commissioners. Motion Carried – Unanimous.

4. District Court Budget

Carol Stocking, District Court Administrator joined the meeting and presented the District Court budget.

Motion by Bernie Blackmore, supported by Larry Bargy, to approve the District Court budget with amendments for submittal to the Finance Committee and Board of Commissioners. Motion Carried – Unanimous.

5. Sheriff Department Budget

Sheriff Dan Bean joined the meeting and distributed a written report of activities in the Sheriff Department (attached).

Dave Howelman joined the meeting.

Sheriff Bean gave an update on the collaboration between Kalkaska County, Antrim County and the Department of Natural Resources for the policing of the sand bar on Torch Lake.

6. Friend of the Court

Motion by Bernie Blackmore, supported by Dave Howelman, to approve the Friend of the Court budget for submittal to the Finance Committee and Board of Commissioners. Motion Carried – Unanimous.

7. Circuit Court Probation

Motion by Bernie Blackmore, supported by Dave Howelman, to approve the Circuit Court Probation budget for submittal to the Finance Committee and

Board of Commissioners. Motion Carried – Unanimous.

8. Emergency Services

Carl Goeman, Emergency Services Coordinator joined the meeting. Mr. Goeman presented the annual Emergency Management Planning Grant (EMPG) grant agreement which reimburses the Emergency Services Coordinator's salary and other expenses up to 38%.

Motion by Bernie Blackmore, supported by Dave Howelman, to recommend the Board of Commissioners approve the EMPG Grant agreement. Motion Carried – Unanimous.

9. Mobil Radios

Mr. Goeman informed the Committee they were successful in getting additional 800 Mhz radios for the Marine Patrol, a hand held for the Emergency Services Coordinator, 3 for the Mobil Command Unit (trailer) and one for the alternate Emergency Services Center with the Public Safety Interoperable Communications (PSIC) grant dollars.

10. Homeland Security Grant Update

Mr. Goeman gave a quick update on the equipment purchases made with the Homeland Security Grant M and E dollars.

Meeting adjourned at 10:35 a.m.

Health, Animal Control and Public Safety

Bernard Blackmore

Larry Bargy, Chairman

David Howelman

Minutes July 29, 2009

Members present: Bernie Blackmore, Larry Bargy and Dave Howelman
Members absent: None
Others present: Pete Garwood and Laura Sexton

1. Meeting called to order at 9:00 a.m.

2. Public Comment

None

3. Sheriff Department Budget Request

Dan Bean, Antrim County Sheriff, Dean Pratt, Undersheriff, Tim Tilley, Marine Officer, Lou Basso, Corrections Sergeant and Steve Bratschi, Dispatch Sergeant joined the meeting.

Sheriff Bean presented the Sheriff Department budget. Sheriff Bean informed the Committee that he has eliminated Fund #252, Road Patrol Fund, and incorporated the wages from that fund into the Sheriff Department budget in the General Fund.

Motion by Bernie Blackmore, supported by Dave Howelman to approve the Sheriff Department budget request (301) for 2010 for submittal to the Finance Committee, for tightening up along with the amended capital outlay (vehicle line reduced from \$124,000 to \$102,000). Motion Carried – Unanimous.

Laura Stanek informed Sheriff Bean that before the budgets are submitted to the Finance Committee the capital outlay should be prioritized.

4. Marine Patrol Budget Request

The Committee reviewed the Sheriff Department Marine Patrol budget.

Motion by Bernie Blackmore, supported by Dave Howelman to approve the 2010 Marine Patrol budget as amended and the capital outlay request as amended for submittal to the Finance Committee. Motion Carried – Unanimous.

5. Secondary Roads

Motion by Dave Howelman, supported by Bernie Blackmore, to approve the Secondary Road Patrol budget for submittal to the Finance Committee. Motion Carried – Unanimous.

6. Jail Budget Request

Motion by Bernie Blackmore, supported by Dave Howelman, to approve the Jail budget for submittal to the Finance Committee minus the walk-in cooler remodeling, which the Sheriff will have to present it to the Buildings and Grounds Committee as a capital project. Motion Carried – Unanimous.

7. Animal Control Budget Request

Motion by Dave Howelman, supported by Bernie Blackmore, to approve the 2010 Animal Control budget request and capital outlay request as written for submittal to the Finance Committee. Motion Carried – Unanimous.

8. 911 Budget Request

Motion by Bernie Blackmore, supported by Dave Howelman, to approve the E-911 Operating budget request, E-911 Wireless budget request and the 911 Training budget request, with a directive to the Sheriff to prioritize the capital outlay for a submittal to the Finance Committee. Motion Carried – Unanimous.

9. Snowmobile Budget Request

Motion by Dave Howelman, supported by Bernie Blackmore, to approve the Snowmobile budget request along with the capital outlay request for submittal to the Finance Committee. Motion Carried – Unanimous.

10. Michigan Justice Training, Jail Inmate Proceeds and the Local Corrections Officers Training

Motion by Bernie Blackmore, supported by Dave Howelman, to approve the Michigan Justice Training, Jail Inmate Proceeds and the Local Corrections Officers Training budgets as presented for submittal to the Finance Committee. Motion Carried – Unanimous.

11. Sheriff Department Update

Sheriff Bean provided a written Sheriff Department update. (attached)

12. Forensic Computer Detective Equipment

Sheriff Bean requested equipment necessary for the Computer Forensic Detective to do his job. Brad Rowe, Bellaire Police Chief has a grant that will reimburse the cost of the equipment once purchased.

Motion by Bernie Blackmore, supported by Dave Howelman, to recommend the Finance Committee approve the spending of \$2,109.39 for Forensic Computer equipment that will be reimbursed in the budget year 2009 by a grant obtained by the Bellaire Police Chief. Motion Carried – Unanimous.

13. K-9 Program

Sheriff Bean informed the Committee the K-9 program has been cut as of July 24, 2009. Larry Bargo expressed dismay that the decision to give the police dog back to the original supplier organization was made without consulting with the Committee.

14. Emergency Service Budget Request

Motion by Bernie Blackmore, supported by Dave Howelman, to approve the Emergency Services Coordinator budget for submittal to the Finance Committee. Motion Carried – Unanimous.

15. Medical Examiner Budget Request

Motion by Bernie Blackmore, supported by Dave Howelman, to approve the Medical Examiner budget request for \$22,850 for submittal to the Finance Committee. Motion Carried – Unanimous.

16. Prosecuting Attorney Budget Request

Motion by Bernie Blackmore, supported by Dave Howelman, to approve the 2010 Prosecuting Attorney budget request, the Victim's Rights budget request and the Child Support budget request and associated capital outlay for submittal to the Finance Committee along with the Prosecutor's request for the Antrim County portion of a domestic violence special attorney. Motion Carried – Unanimous.

17. Circuit Court Budget Request

Motion by Bernie Blackmore, supported by Dave Howelman, to approve the Circuit Court budget request for submittal to the Finance Committee. Motion Carried – Unanimous.

18. Maverick Metals Building

Peter Garwood, Coordinator/Planner and Charlie Koop, Legal Counsel gave the Committee an update on the meeting held by the ad-hoc committee created to address the Maverick Metal Building.

19. Off-Road Vehicle (ORV) Ordinance Update

Mr. Garwood informed the Committee that an ORV Forum is scheduled for August 11 at 5:00 p.m. at Shanty Creek.

Meeting adjourned at 12:00 a.m.

Health, Animal Control and Public Safety

Bernard Blackmore

Larry Bargy, Chairman

David Howelman

Minutes September 30, 2009

Members present: Larry Bargy and Dave Howelman

Members absent: Bernie Blackmore

Others present: Joe Meyers, Carl Goeman, Dan Bean, Dean Pratt, and Sherry Comben

1. Meeting called to order at 9:00 a.m.

2. Public Comment

None

3. Sheriff Department Update

Dan Bean passed out an update of activities regarding the Sheriff's Department (attached).

Dan Bean asked if he could use \$500 from the Animal Control Donation Fund to send Ellen Southern to a class in Lansing

Motion by Dave Howelman, supported by Larry Bargy, to allow the Sheriff to use \$500 from the Animal Control Donation Fund if Legal Counsel approves. Motion carried – unanimous.

Dan Bean discussed how a boat trailer came up missing at the Elk Rapids Township hall.

Dan Bean spoke on how there is a golf outing for the DARE Program.

Dan Bean discussed the change in work hours from 10 hours to 8 hours. He also talked about various grievances in the Department.

Motion by Dave Howelman, supported by Larry Bargy, to recommend the Finance Committee approve the purchase of the Universal Forensic Extraction Unit at a cost not to exceed \$5,000 to be taken out of Account 301. Motion carried – unanimous.

Motion by Dave Howelman, supported by Larry Bargy, to recommend the Board of Commissioners approve continuing to apply for the \$20,000 grant for the computer and software for the forensic investigator from LETPP. Motion carried – unanimous.

4. ORV Ordinance

Joe Meyers informed the Committee that the proposed ORV Ordinance is in the 45 day public comment period and that the Road Commission and the DNR have been sent a copy of the proposed Ordinance as well. Joe Meyers also indicated that the Public Hearing has been scheduled for November 12, 2009 and that a copy of the proposed Ordinance is on the web, at County public libraries and has been distributed to the Villages and Townships.

5. H1N1 Virus

Joe Meyers distributed the memo that was sent to County Department Heads. Discussion ensued over hand sanitizer use in the Departments.

Sherry Comben asked some questions regarding the H1N1 Virus.

Discussion ensued over offering the H1N1 Vaccine to Antrim County Employees.

The Committee members are going to investigate this for further discussion at the Board of Commissioners meeting.

6. Various Matters

Carl spoke on the H1N1 Flu Virus and how vaccinations are available for \$15. He also discussed looking into possible plans if the H1N1 Virus should infect the County Building.

Meeting adjourned at 10:15 a.m.

Health, Animal Control and Public Safety

Bernard Blackmore

Larry Bargy, Chairman

David Howelman

Minutes November 25, 2009

Members present: Larry Bargy, Bernie Blackmore and Dave Howelman

Members absent: None

Others present: Pete Garwood and Jack White

1. Meeting called to order at 9:00 a.m.

2. Public Comment

None

3. Sheriff Department Update

Sheriff Dan Bean joined the meeting and distributed a written and gave a verbal monthly report (attached).

4. Emergency Services

Carl Goeman, Emergency Services Coordinator, joined the meeting. Mr. Goeman updated the Committee on the Homeland Security Grant progress.

5. Medical Examiner

The Committee reviewed a communication from Dr. Benson, Medical Examiner. Dr. Benson is requesting the use of a retired squad car for use in carrying out his duties.

The Committee discussed the request and determined there were no squad cars available.

Meeting adjourned at 10:15 a.m.