

# ***Health, Animal Control and Public Safety***

Brenda Ricksgers

Karen Bargy, Chairman

David Howelman

## **Minutes January 26, 2011**

Members present: Karen Bargy, Bernie Blackmore and Brenda Ricksgers  
Others present: Joe Meyers, Laura Stanek, Dan Bean, Dean Pratt, and Steve Bratschi

### **1. Meeting called to order at 9:12 a.m.**

### **2. Public Comment**

None

### **3. Sheriff Department Update**

Sheriff Dan Bean handed out an attachment for the Sheriff Department (attached). Karen Bargy spoke on the Michigan Pet Fund Alliance and asked if an animal control officer would be available to attend the conference. Discussion ensued over the road patrol update. Discussion ensued over the policies and procedures of the Sheriff Department.

Discussion ensued over the Courthouse Security Proposal from the Sheriff Department. The Committee is suggesting that the County look at Proposal 2 from the attachment.

Karen Bargy asked Sheriff Bean if the Medical Examiner had looked over the information from the Gift of Life (attached). She asked to see if this would be something the County should look into.

### **4. 911 Update and Various Issues**

Steve Bratschi spoke on how the 911 Center was at full staff and has one person in training.

Mr. Bratschi informed the Committee that the 911 Center was under budget for 2010.

Discussion ensued over the animal shelter.

Meeting adjourned at 10:20 a.m.

# ***Health, Animal Control and Public Safety***

Brenda Ricksgers

Karen Bargy, Chairman

David Howelman

## **Minutes February 23, 2011**

Members present: Karen Bargy, Bernie Blackmore  
Members absent: Brenda Ricksgers  
Others present: Pete Garwood, Laura Stanek, Carl Goeman

### **1. Meeting called to order at 9:05 a.m.**

### **2. Public Comment**

None

### **3. Sheriff Department Update**

Sheriff Dan Bean, Correction Officer Todd Johnson and Dispatch Sergeant Steve Bratschi joined the meeting. Sheriff Bean gave a written and verbal update (attached) on activities of the Sheriff Department.

Sheriff Bean distributed quotes (from one vendor) for three (3) different scenarios for the purchase and installation of cameras in the 1905 Courthouse (attached).

**Motion by David Howelman, supported by Karen Bargy, to recommend the Board of Commissioners approve Security Proposal #2 (attached). Motion Carried - Unanimous.**

**Motion by David Howelman, supported by Karen Bargy, to recommend the Board of Commissioners get competitive quotes on the installation of one camera at the main entrance with DVR. Motion Carried – Unanimous.**

### **4. Emergency Services Update**

Carl Goeman requested the Board of Commissioners authorize the Chairman to sign the Hazardous Materials Emergency Preparedness Grant Agreement.

**Motion by David Howelman, supported by Karen Bargy, to recommend the Board of Commissioners authorize the Chairman to sign the Hazardous Materials Emergency Preparedness Grant Agreement. Motion Carried – Unanimous.**

Mr. Goeman informed the Committee that 1137 of 1600 house numbering signs have been ordered by residents of the County.

#### Homeland Security Grant

Mr. Goeman indicated he would like to offer Antrim County as the fiduciary for the 2010 Homeland Security Grant if no other County steps up.

#### Training

Mr. Goeman informed the Committee the Emergency Services Department has been sponsoring an Incident Command Training Program funded with Homeland Security Grant money.

The Homeland Security Conference is coming up on May 3 – 5, 2011.

Mr. Goeman indicated he has offered to allow retired Lt. Mike Hosh, who is working for the regional (Homeland Security) planning board, to use the Emergency Operation Center as a place he can get some work done if he is away from his home office (located in Cheboygan).

**5. 911 Update**

Sergeant Bratschi gave a verbal and written (attached) report on the 911 program.

**6. Animal Control**

Sheriff Bean informed the Committee one of the Animal Control Officers will be attending a training conference on March 25. The training will include some “no kill” concepts for animal shelters. Although it was acknowledged that Antrim County does not have a no kill policy, it was felt being aware of the concepts could be beneficial.

Meeting adjourned at 10:45 a.m.

# ***Health, Animal Control and Public Safety***

Brenda Ricksgers

Karen Bargy, Chairman

David Howelman

## **Minutes March 24, 2011**

Members present: Karen Bargy, Bernie Blackmore, Brenda Ricksgers  
Members absent: None  
Others present: Pete Garwood, Laura Stanek, Carl Goeman, Todd Johnson, Steve Bratschi,  
Dean Pratt, Sheriff Dan Bean

### **1. Meeting called to order at 9:05 a.m.**

### **2. Public Comment**

None

### **3. Courthouse Security Issue**

Carol Stocking, District Court Administrator, joined the meeting. Ms. Stocking expressed the District Court's concerns about the chosen option for security at the 1905 Courthouse. The Committee, the Sheriff's Office staff and the Coordinator/Planner explained how the security proposal will work.

After all the discussion, the Committee indicated they are reaffirming the original recommendation to the Board of Commissioners to approve Proposal 2 for Courthouse Security (attached).

### **4. Sheriff Department Update**

Sheriff Dan Bean gave a verbal and written (attached) update on the activities of the Sheriff Department. Sheriff Bean inquired if it made sense to repair a high mileage car that was involved in an accident or simply replace it. The repair will cost \$3,000. Sheriff Bean indicated the car is already scheduled for replacement this year and the new car has already been ordered. The County would receive \$1,200.00 on a trade in.

**Motion by Brenda Ricksgers, supported by David Howelman, to sell the damaged patrol car for parts and scrap and wait for the replacement. Motion Carried – Unanimous.**

Sheriff Bean and Undersheriff Dean Pratt shared with the Committee changes they are proposing for the Marine Patrol for the upcoming summer.

### **5. Emergency Services Update**

The new generator for the communication tower on Vandermark Road has been ordered. The generator will be paid for with Homeland Security Grant dollars.

Unused funds from a grant the County received for the expenses of the Local Emergency Planning Committee (LEPC) from the last year will be used to further the house numbering sign program.

### **6. 911 Update**

Dispatch Sergeant Steve Bratschi gave a verbal and written (attached) update on the 911 Center.

## **6. Various Matters**

Chair, Karen Bargy, distributed a copy of a draft Intergovernmental Agreement for Administration of the Milton Township Septic Inspection and Property Transfer Ordinance as well as the Septic Inspection and Property Transfer Ordinance. Ms. Bargy inquired if it made sense for the County to adopt the same type of regulation on a county-wide basis. If the County was interested it would likely have to be implemented as an amendment to the sanitary code.

It was the consensus of the Committee that the County should consider such an amendment. The draft document for Milton Township is attached to these minutes for all Commissioners to review.

Meeting adjourned at 11:15 a.m.

# ***Health, Animal Control and Public Safety***

Brenda Ricksgers

Karen Bargy, Chairman

David Howelman

## **Minutes April 27, 2011**

Members present: Karen Bargy, Brenda Ricksgers, David Howelman

Others present: Pete Garwood, Laura Stanek, Carl Goeman, Steve Bratschi, Dan Bean

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

### **2. Public Comment**

None

### **3. House Numbering Update**

Bob Englebrecht, Equalization Director, joined the meeting and presented the policy they use for house numbering (attached). The Committee discussed the policy and inquired about possible changes.

### **4. Sheriff Department Update**

Sheriff Dan Bean presented a written and verbal report on the activities of the Sheriff Department (attached).

Sheriff Bean requested the Committee do a site visit of the 1905 Courthouse so he can feel confident they are placing the camera and monitor (if the Board of Commissioners approves the purchase of it) in the most effective location. Sheriff Bean also explained where, through trial and error, the walk through scanner will likely be placed at the entrance of the Courthouse.

### **5. Marine Patrol**

Sheriff Bean gave an overview of the changes planned for the Marine Patrol division.

Brenda Ricksgers inquired about, and Sheriff Bean updated the Committee on, Project Life Saver.

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

Carl Goeman, Emergency Services Coordinator gave an update on his activities for the past month. The generator is in for the Orchard Hill Tower and the UPS is in for the Mancelona back up EOC. GT County is considering putting a workshop together to educate County officials on their responsibilities in regards to emergency services.

Mr. Goeman updated the Committee on the vehicle situation for the Emergency Services Department.

### **7. 911 Update**

Steve Bratschi, Dispatch Sergeant gave a written (attached) and verbal update on the dispatch system activity.

### **8. Septic Inspection Ordinance**

Chair Karen Bargy asked if any of the Committee members had questions or concerns about the draft Septic Inspection Ordinance being considered by Milton Township.

Meeting adjourned at 10:30 a.m.

# ***Health, Animal Control and Public Safety***

Brenda Ricksgers

Karen Bargy, Chairman

David Howelman

## **Minutes May 25, 2011**

Members present: Karen Bargy, Brenda Ricksgers, David Howelman

Others present: Joe Meyers, Carl Goeman, Steve Bratschi, Dan Bean, Dean Pratt

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

### **2. Public Comment**

None

### **3. Sheriff Department Update**

Sheriff Dan Bean presented a written and verbal report on the activities on the Sheriff Department (attached).

Sheriff Bean informed the Committee of the progress of the courthouse security program. The Committee informed Sheriff Bean that he should present budget information on installing a camera at budget time. Discussion ensued over new courthouse policies.

### **4. Emergency Services**

Carl Goeman, Emergency Services Coordinator, informed the Committee that he was working on his budget for the 2012 year. Karen Bargy informed the Committee of the slight issue of the Airport Grant and the Emergency Services Center/Marine storage area. Karen Bargy indicated that it was a slight issue that should be worked out relatively smoothly.

### **5. Septic Inspection Ordinance**

Joe Meyers informed the Committee regarding research the Coordinator/Planner Office has done for the Septic Inspection Ordinance. Joe Meyers indicated that the County has no authority to adopt an ordinance of similar language, but it could amend the County Health Code to allow for it. Joe Meyers informed the Committee that he attended an informational session on the Milton Township Ordinance and that the Health Department tried to do this when it amended the health code in 2007 but there was resistance by some groups.

Karen Bargy indicated some of the interest groups have embraced requiring septic inspections.

The Committee directed the Coordinator/Planner Office to work with the Health Department and Legal Counsel on the legality and the cost to amending the health code.

Meeting adjourned at 10:50 a.m.

# ***Health, Animal Control and Public Safety***

Brenda Ricksgers

Karen Bargy, Chairman

David Howelman

## **Minutes June 29, 2011**

Members present: Karen Bargy, Brenda Ricksgers, David Howelman

Others present: Peter Garwood, Laura Stanek

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

### **2. Public Comment**

None

### **3. Probate Court – Budget Request**

Bill Hefferan, Court Administrator for the Probate Court, joined the meeting and presented the budget request for the various budgets managed by the Probate Court.

The Committee considered the following budget cost centers and funds:

- Drug Testing Grant Budget
- Detention Support Grant (three year grant)
- Probate Court Budget - The budget request is the same as last year's budget request.
- Family Division Budget - The Family Division budget request is the same as last year's budget request.

**Motion by David Howelman, supported Brenda Ricksgers, to approve the proposed 2012 Probate Court budget, Family Division budget, Drug Testing Grant budget, and the Detention Support Grant budget for submittal to the Finance Committee. Motion Carried – Unanimous.**

### **4. District Court – Budget Request**

Carol Stocking, District Court Administrator, and Greg Somers, Community Corrections Manager, joined the meeting and presented the proposed 2012 District Court budget request and the proposed 2012 Community Corrections appropriation request.

**Motion by David Howelman, supported by Karen Bargy, to approve the 2012 District Court budget request for submittal to the Finance Committee minus the \$26,508 for the document imaging. Motion Carried – Unanimous.**

Mr. Somers presented an email requesting the Antrim County portion for the Community Corrections program is \$18,798.

**Motion by Brenda Ricksgers, supported by David Howelman, to approve the 2012 appropriations request from the Community Corrections Program for \$18,798. Motion Carried – Unanimous.**

## **5. Circuit Court – Budget Request**

Teri Quinn, Circuit Court Administrator joined the meeting and presented the 2012 Circuit Court budget request. Ms. Quinn also gave a presentation on the imaging and e-filing project for which they will be seeking funds.

Ms. Quinn indicated the budget is not complete and she will submit an updated budget for the next Committee meeting.

## **6. Friend of the Court – Budget Request**

Dawn Rogers presented the Friend of the Court (FOC) budget request for the 2012 budget year. Ms. Rogers indicated she is still waiting for numbers from the Information Technology (IT) Department. Ms. Rogers will get the changes for the next Committee meeting. Ms. Rogers also talked about the FOC document imaging program.

## **7. Health Department – Appropriation Request**

Since no representatives from the Health Department were present the appropriation request was delayed until the next Committee meeting.

## **8. Sheriff Department Update**

Sheriff Dan Bean, Undersheriff Dean Pratt and Sergeant Steve Bratschi joined the meeting. The Sheriff gave a written and verbal report of the monthly activities.

### Boat Discussion

The Sheriff informed the Committee of an opportunity to get a lightly used boat (35' Donzi) that would be well suited for use on the Grand Traverse Bay. The owner is offering the boat at a reduced price. The Sheriff indicated the owner is civic-minded and may consider donating the boat for a tax write-off. The Committee agreed the Sheriff should approach the owner and come back to the Committee with the results.

### Sheriff Vehicles

The Sheriff and Undersheriff requested Committee input regarding how many vehicles they should budget for in the 2012 year.

## **9. 911 Update**

Sergeant Bratschi gave a verbal and written report on the activities of 911 Central Dispatch. Sergeant Bratschi also invited the Committee members to a presentation on the Narrow Banding Propagation Studies, which will take place at the Antrim County 911 Board meeting on July 13 at 1:00 p.m. in Room 211.

## **9. Emergency Services Update**

No report at this time.

Meeting adjourned at 1:20 p.m.

# ***Health, Animal Control and Public Safety***

Brenda Ricksgers

Karen Bargy, Chairman

David Howelman

## **Minutes July 27, 2011**

Members present: Karen Bargy, Brenda Ricksgers, David Howelman  
Others present: Peter Garwood, Laura Stanek, Laura Sexton

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

### **2. Public Comment**

None

### **3. Sheriff Department Update and Budget Request**

Undersheriff Dean Pratt, Sergeant Steve Bratschi and Sergeant Todd Rawlings joined the meeting. Undersheriff Pratt distributed the mileage sheets for the Sheriff Department fleet (attached). Undersheriff Pratt gave an update on Sheriff Department activities.

#### **Sheriff Budget Request**

The Committee, with input from the Undersheriff, changed line 805.000 (computer services) from \$11,500 to \$7,000. Undersheriff Pratt will also look into questions regarding line 741.000.

**Motion by David Howelman, supported Brenda Ricksgers, to approve the 2012 Sheriff Department budget request, as amended for submittal to the Finance Committee. Motion Carried – Unanimous.**

#### **Capital Outlay**

**Motion by Brenda Ricksgers, supported David Howelman, to approve the 2012 Sheriff Department capital outlay request for submittal to the Finance Committee. Motion Carried – Unanimous.**

#### **Marine Patrol Budget**

**Motion by David Howelman, supported Brenda Ricksgers, to approve the 2012 Marine Patrol budget request, as amended for submittal to the Finance Committee. Motion Carried – Unanimous.**

#### **Secondary Roads**

**Motion by Brenda Ricksgers, supported David Howelman, to approve the 2012 Secondary Road budget request for submittal to the Finance Committee, including capital outlay. Motion Carried – Unanimous.**

Jail

**Motion by Brenda Ricksgers, supported David Howelman, to approve the 2012 Jail budget request for submittal to the Finance Committee, including capital outlay. Motion Carried – Unanimous.**

Animal Control

Discussion – capital outlay:

The Committee decided to hold off on recommending replacement of the computers until we hear from Valerie Craft. The Committee also decided to move the stinger flashlight out of capital outlay as it can be purchased under the regular budget.

Also the Committee was concerned that the washing machine they included in capital outlay may not be heavy duty enough for the animal shelter operation. The Committee asked to see a quote on the cost of a commercial washing machine.

**Motion by Brenda Ricksgers, supported David Howelman, to approve the 2012 amended Animal Control budget request for submittal to the Finance Committee, including capital outlay. Motion Carried – Unanimous.**

Animal Census

**Motion by Brenda Ricksgers, supported David Howelman, to not approve the 2012 Animal Census budget request with capital outlay for submittal to the Finance Committee. Motion Carried – Unanimous.**

Animal Control Donations

**Motion by David Howelman, supported Brenda Ricksgers, to approve the 2012 Animal Control Donations Fund budget request for submittal to the Finance Committee. Motion Carried – Unanimous.**

Local Corrections Officer Training Fund

**Motion by David Howelman, supported Brenda Ricksgers, to approve the 2012 Local Corrections Officers Training Fund budget request for submittal to the Finance Committee. Motion Carried – Unanimous.**

Jail Inmate Proceeds

**Motion by Brenda Ricksgers, supported David Howelman, to approve the 2012 Jail Inmate Proceeds Fund budget request for submittal to the Finance Committee. Motion Carried – Unanimous.**

Michigan Justice Training Fund

**Motion by Brenda Ricksgers, supported David Howelman, to approve the 2012 Michigan Justice Training Fund budget request for submittal to the Finance Committee. Motion Carried – Unanimous.**

Snowmobile Grant Fund

For this fund the amount budgeted from the General Fund only gets used if needed.

**Motion by Brenda Ricksgers, supported David Howelman, to approve the 2012 Snowmobile Grant Fund budget request for submittal to the Finance Committee, as amended (cutting the part-time wages by \$5,000). Motion Carried – Unanimous.**

911 Training

**Motion by David Howelman, supported Brenda Ricksgers, to approve the 2012 E-911 Training budget request for submittal to the Finance Committee. Motion Carried – Unanimous.**

911 Operating

The 911 Operating fund has a fund balance of approximately \$405,000. There continues to be discussion regarding the hiring of a consultant to review the TeleRad proposal or to write specifications for a Narrowband system.

**Motion by Brenda Ricksgers, supported David Howelman, to approve the 2012 E-911 Operating Fund budget request for approval to the Finance Committee with the understanding that it can be amended due to the fact that there continues to be discussion regarding the hiring of a consultant to either review the TeleRad proposal or write specifications for a narrow band system. Motion Carried – Unanimous.**

E-911 Wireless – Fund 262

**Motion by David Howelman, supported Brenda Ricksgers, to approve the 2012 E-911 Wireless Fund budget request for submittal to the Finance Committee. Motion Carried – Unanimous.**

**4. Emergency Services – Budget Request**

Carl Goeman, Emergency Services Coordinator joined the meeting and presented his 2012 budget request.

**Motion by Brenda Ricksgers, supported by David Howelman, to approve the 2012 Emergency Services budget request for submittal to the Finance Committee, including the capital outlay. Motion Carried – Unanimous.**

Note: The Committee requested that Mr. Goeman research lease options for a vehicle so it can be compared with the purchase options.

Note: The budget may need to be amended once the county addresses the issue of a lease amount for the EOC on airport property.

## **5. Medical Examiner – Budget Request**

Dr. Dewey Benson, Medical Examiner joined the meeting and presented his 2012 budget request. Dr. Benson's capital outlay budget consisted of a fax machine for \$69 to \$79. Dr. Benson was informed that due to the low cost, the fax machine can be purchased with funds from his regular budget.

**Motion by David Howelman, supported Brenda Ricksgers, to approve the 2012 Medical Examiner budget request, as amended, for submittal to the Finance Committee, without the capital outlay request. Motion Carried – Unanimous.**

## **6. Prosecuting Attorney – Budget Request**

Charlie Koop, Prosecuting Attorney joined the meeting and presented his budgets: Prosecuting Attorney Department, Victim's Rights, Child Support/IVD, Prosecuting Attorney Legal Fund (#217) and Victim's Rights Reserve Fund (#129).

Discussion ensued regarding the Prosecuting Attorney Legal Fund, which has a fund balance of \$1,136 and will need an additional \$800 from the General Fund added to the revenue side in order to have enough dollars available for the budgeted expenditures.

**Motion by Karen Bargy, supported David Howelman, to approve the 2012 Prosecuting Attorney budget requests, as amended, for submittal to the Finance Committee, with the capital outlay request. Motion Carried – Unanimous.**

## **7. Circuit Court – Budget Request**

Teri Quinn, Court Administrator presented the cost of the document imaging program for the Circuit Court. Ms. Quinn was not able to give the Antrim County portion of the 2012 Circuit Court budget request. She indicated she is waiting to hear from Grand Traverse County.

**Motion by Karen Bargy, supported by David Howelman to move the final 2012 Circuit Court budget request directly to the Finance Committee, when ready, including the document imaging project. Motion carried – unanimous.**

## **8. Friend of the Court – Budget Request**

**Motion by Karen Bargy, supported by David Howelman to move the final 2012 Friend of the Court budget request directly to the Finance Committee, when ready. Motion carried – unanimous.**

## **9. Health Department – Appropriation Request**

Christie Vogleheim, Finance Director for the Health Department joined the meeting and presented a communication reflecting a breakdown of how the four counties share funding for the Health Department and the appropriation request for Antrim County. Ms. Vogelheim also gave an overview of how the dollars are spent.

**Motion by David Howelman, supported by Brenda Ricksgers to approve the Health Department appropriation request of \$208,654 for submittal to the Finance Committee (details to follow). Motion carried – unanimous.**

## **10. 911 Communications**

Undersheriff Dean Pratt and Sergeant Steve Bratschi rejoined the meeting. Mr. Bratschi presented consultant options (attached) for a vendor to review the TeleRad proposal to install communication system consistent with the Narrowband requirements. Mr. Bratschi presented his recommended proposal from RF Systems Engineering Associates.

**Motion by Karen Bargo, supported by David Howelman to recommend the Board of Commissioners approve and the Finance Committee find the funds to approve an agreement with RF Systems Engineering Associates with a not to exceed of \$6,500. Motion carried – unanimous.**

The committee reviewed a document sent by McCartney and Company, P.C. (attached) indicating what phone companies receive from the users of phone devices for their services related to processing the 911 surcharge.

## **11. Marine Patrol Update**

Undersheriff Pratt informed the Committee they have stopped pursuing the “Donzi” boat as a resource for the Marine Patrol.

Meeting adjourned at 1:45 p.m.

# **Health, Animal Control and Public Safety**

Brenda Ricksgers

Karen Bargy, Chairman

David Howelman

## **Minutes August 31, 2011**

Members present: Karen Bargy, Brenda Ricksgers, David Howelman  
Others present: Peter Garwood

### **1. Meeting called to order at 9:02 a.m.**

### **2. Public Comment**

None

### **3. Emergency Services**

Carl Goeman, Emergency Services Coordinator  
Emergency Management Performance Grant (EMPG)

**Motion by Karen Bargy, supported by David Howelman, to recommend the Board of Commissioners approve the EMPG for signature by the Chair.**

**Motion carried – Unanimous.**

#### **Tribal Grant**

Mr. Goeman asked for permission to apply for another grant through the Grand Traverse Band of Ottawa Chippewa Indians (GTBOCI) for continuation of the house numbering program. The grant will allow the County to offer “free of cost” house numbering placards that residents can post in front of their house.

**Motion by Brenda Ricksgers, supported by David Howelman, to recommend the Board of Commissioners authorize the Emergency Services Coordinator to apply for a \$30,000 grant through the GTBOCI for continuation of the house numbering program. Motion carried – Unanimous.**

#### **Vehicle**

Mr. Goeman presented the new numbers for the purchase of a Ford Expedition (2012 State of Michigan contract).

**Motion by Brenda Ricksgers, supported by David Howelman to approve the submittal of the prices for a vehicle for the Emergency Services Coordinator to the Finance Committee to be considered for inclusion in the 2012 budget.**

**Motion carried – Unanimous.**

Mr. Goeman informed the Committee he had problems with the two generators during the last power outage.

The pressure tank on the well at the EOC has been replaced.

#### 4. 911 Communications

Steve Bratschi, Dispatch Sergeant, presented a written (attached) and verbal report on activity at the 911 Center.

Mr. Bratschi asked for permission to apply for a grant of \$175,000 from the Grand Traverse Band of Ottawa and Chippewa Indians for the purchase of equipment needed to comply with the “narrowbanding” requirements.

**Motion by Brenda Ricksgers, supported by David Howelman, to recommend the Board of Commissioners authorize the Sheriff Department to apply for a \$175,000 grant through the GTBOCI for purchase of equipment needed to comply with the narrowbanding requirements. Motion carried – Unanimous.**

#### 5. Sheriff Department

Sheriff Dan Bean gave a written (attached) and verbal report on activities in the Sheriff Office.

The Sheriff informed the Committee they will be holding a Sheriff auction, currently scheduled for October 12<sup>th</sup> at 10:00 a.m.

Undersheriff Dean Pratt informed the Committee about the cost of Forensic Examinations on computers. They feel that the statute allows the Sheriff Office to charge back to the defendant the cost of the forensic exam on the computers. The Undersheriff asked for direction on where to put the fees paid by the defendants once they are collected.

**Motion by David Howelman, supported by Brenda Ricksgers, to recommend to the Board of Commissioners the fees collected related to the forensic examinations on computers be kept track of in a separate fund ( not the general fund); the details to be determined through a discussion between the Sheriff and the County Clerk. Motion carried – Unanimous.**

The Committee, the Sheriff, and the Undersheriff, had a discussion on policy and training in the Sheriff Department. The Sheriff will look into a compliance audit for the road patrol.

#### 6. Antrim County Sanitary Code

Chairwomen Karen Bargo informed the Committee that Scott Kendzierski, head of the Environmental Services for the Northwest Michigan Community Health Department was unable to attend today, but would be available for the October Committee meeting. Mr. Garwood will write to Mr. Kendzierski inviting him to the October meeting with the following suggestions and questions:

- Suggest he look at the Milton Township proposed ordinance.
- How can it be applied to the entire County?
- What would be the process for the application of such a code?

Meeting adjourned at 11:00 a.m.

# **Health, Animal Control and Public Safety**

Brenda Ricksgers

Karen Bargy, Chairman

David Howelman

## **Minutes October 26, 2011**

Members present: Karen Bargy, Brenda Ricksgers, David Howelman  
Others present: Peter Garwood, Laura Stanek

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

### **2. Public Comment**

None

### **3. Septic System Ordinance**

Scott Kendzierski from the Northwest Michigan Community Health Agency joined the meeting. Karen Bargy, Chair asked Mr. Kendzierski what the process and cost would be to amend the Sanitary Code to add a mandatory inspection for septic systems upon change of ownership of a home or business. Mr. Kendzierski responded the biggest cost is time and money. The last time they amended the Sanitary Code the legal fees alone cost the district \$20,000. The process took about 4 years.

The Committee and Mr. Kendzierski also discussed the progress of Milton, Torch Lake and Elk Rapids Townships regarding their septic inspection ordinance.

Mr. Kendzierksi will review and evaluate the township ordinance with an eye toward how it might fit into our current Sanitary Code. Mr. Garwood will provide a history of annual real estate transactions for Mr. Kendzierski.

### **4. 911 Communications**

Sheriff Dan Bean distributed an update on the 911 Dispatch Center (attached). The Committee asked questions about the evaluation RF Systems is conducting on the TeleRad proposal for making Antrim County ready for the "Narrowbanding". Sheriff Bean indicated the evaluation is going well.

Sheriff Bean informed the Committee of a new "Order" from the Michigan Public Service Commission mandating organizations that have a multi-telephone line system have measures in place that identify the location of each phone in the event a 911 call is made from that line.

Nixle

Sheriff Bean informed the Committee of a community information system called Nixle. Sheriff Bean described it as sort of a reverse 911, where the police and other agencies can warn the public of dangerous or hazardous situations within the community (attachment).

## 5. Sheriff Department

Sheriff Bean distributed a written report regarding the activities of the Sheriff Department (attached).

John Fant, who was previously a road deputy and is now a part time paper server/court officer is retiring from the most recent position and will have to be replaced.

Sheriff Bean informed the Committee there is approximately \$3,500 as a reward for information leading to the arrest of suspects in the case in Kewadin, in which a deputy was hit over the head with a board while he was chasing an individual that was peering through the windows of the Water's Edge Convenience Store.

## 6. Emergency Services

Carl Goeman, Emergency Services Coordinator, was unable to make the meeting. Peter Garwood, County Administrator, informed the Committee that during the last power outage the portable generator was running very rough. Mr. Goeman had it evaluated by Graham Electric. The total cost of repair is \$1,111.13.

The Committee directed Mr. Goeman to call the manufacturer of the generator to see if there was any flexibility in repairing the mobile generator given it needs repairs yet it has hardly been used. In the event the manufacturer is unresponsive, they are directing Mr. Goeman to try to get two additional quotes and bring them to the Committee Chair before the Board of Commissioners meeting on November 10, 2011.

Mr. Garwood informed the Committee that the annual Emergency Management Planning Grant (EMPG) needs to be approved for the signature of the Chair of the Board of Commissioners. This is the grant that partially funds the Emergency Management Coordinator position (about 38%).

**Motion by Brenda Ricksgers, supported by Dave Howelman, to recommend the Board of Commissioners approve the Emergency Management Planning Grant (EMPG) pending appropriate review (consistent with the Authority to Sign Contracts Policy). Motion carried – unanimous.**

## 7. Various Matters

Ms. Baryg inquired about the Administration Office putting out a calendar of events coming up pertinent to County business. Mr. Garwood indicated he would investigate such a possibility.

Meeting adjourned at 11:30 a.m.

# **Health, Animal Control and Public Safety**

Brenda Ricksgers

Karen Bargy, Chairman

David Howelman

## **Minutes November 30, 2011**

Members present: Karen Bargy, and David Howelman

Members absent: Brenda Ricksgers

Others present: Joe Meyers, Laura Stanek

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

### **2. Public Comment**

None

### **3. Emergency Services**

Carl Goeman informed the Committee that the governor for the generator is in the process of getting repaired.

Discussion ensued over grants that the County is applying for.

Karen Bargy spoke on the funding for a vehicle for hauling and indicated that Mr. Goeman should put together more specific numbers and bring it back to the Committee.

### **4. 911 Communications**

Steve Bratschi distributed the operations update for October (attached).

Mr. Bratschi indicated that another one of his dispatchers had resigned and they would need to fill the position.

Mr. Bratschi informed the Committee that he had submitted the Memorandum of Understanding for the GIS Grant.

Discussion ensued over the number of calls to the different fire departments in our County.

### **5. Sheriff Department**

Sheriff Dan Bean distributed a written report regarding the activities of the Sheriff Department (attached).

Sheriff Bean further discussed a personnel issue.

### **6. Septic inspection**

Joe Meyers informed the Committee of the study he prepared of housing sales and that there was an average of around 450 every year.

Discussion ensued over the septic inspection regulation.

Meeting adjourned at 11:30 a.m.