

Health, Animal Control and Public Safety

Christian Marcus

Karen Bargy, Chairman

David Howelman

Minutes

January 31, 2014

Members present: Karen Bargy, Christian Marcus, and David Howelman

Members absent:

Others present: Pete Garwood, Janet Koch

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

2. Public Comment

Mathew Scheck, Bill Bailey and Jim Gurr each spoke individually on their concerns regarding Agenda 21.

3. Agenda 21

Karen Bargy, Chairwoman, asked Dan Sagady and Jim Ellavich what their expectations are of Antrim County in regards to Agenda 21. Mr. Sagady presented their concerns. Mr. Sagady distributed a draft resolution that could be adopted by the Board of Commissioners, to oppose Agenda 21. The Committee members each discussed their positions on Agenda 21 and whether or not they could support a resolution. Mr. Garwood informed the Committee and the guests that his office purchased an official copy of Agenda 21. No action was taken at this time.

4. Blueways and NACO

Christian Marcus read from his research on the National Blueways program, and the National Association of Counties opposition to it. He will bring the written position of NACO to the next meeting.

5. Sheriff Department Update

Sheriff Dan Bean, Undersheriff Dean Pratt, Corey Lecureus, Dispatcher and Sergeant Steve Bratschi joined the meeting. Sheriff Bean informed all that the Department will have the Emergency Services trailer at the White Pine Stampede this weekend.

Sheriff Bean presented an update for the Sheriff Department. **(See attachment pg. 1)**

Sheriff Bean distributed the new policy and procedures for responding to large animal complaints. **(See attachment pg. 2)**. Ms. Bargy indicated, as it will be attached to the minutes of this meeting, each of the Commissioners will get a chance to review the policy. The document is a policy of the Sheriff Office and does not require Board of Commissioner's approval.

Sheriff Bean indicated he will be bringing to the Finance Committee a request for dry suits for the Dive Team and body armor vests for the Emergency Response Team (ERT). **(See attachment pgs. 3, 4)**

Motion by Christian Marcus, seconded by Dave Howelman, to recommend the Finance Committee approve the capital outlay request for dry suits at \$4,300 and ERT body armor vests at \$1,766. Motion carried – unanimous.

Sergeant Bratschi distributed a 911 Dispatch report. (See attachment pgs. 5, 6)

911 Training Funds

Sergeant Bratschi informed the Committee that in order to qualify for 911 Training Funds, the County must apply to the State by February 6, 2014.

(See attachment pgs. 7, 8)

Motion by Christian Marcus, seconded by Dave Howelman, to approve the application for 911 Training Funds for submittal by the February 6, 2014 deadline and recommend confirmation by the Board of Commissioner's at their regular meeting on February 13, 2014. Motion carried – unanimous.

911 Surcharge

Sergeant Bratschi directed the Committee's attention to a letter and a form that was sent to the State Police reaffirming that we will not collect the local 911 surcharge (because we are collecting a millage instead). The document must be sent annually.

Simulcast System

Sergeant Bratschi indicated that Tele-Rad, Inc. has developed a solution to the Mancelona area concerns with the Simulcast System. Implementation of the work involved in the attached Tele-Rad quotes #16089-00 of \$6,324.25 and #16092-00 for \$13,065.00 will make it a "receive" site. The hope is that this will take care of the concerns long term, but it will be unknown until the leaves are on the trees. This is what is recommended by the 911 Board. If implementing these changes does not enable the simulcast system to function properly, an additional \$60,000 worth of equipment will be needed to make it a "receive" and "transmit" site. (See attachment pgs. 9 – 12)

Motion by Dave Howelman, seconded by Christian Marcus, to recommend the Finance Committee and the Board of Commissioner's approve a budget amendment to the 911 Wireless Fund of \$19,389.25 for adding equipment to the Mancelona tower to make it a receive site to address the simulcast radio communication system dead spots. The funds will be transferred from the Fund Balance line item to the Equipment line item. Motion carried – unanimous.

New Radios

Sergeant Bratschi presented a request for three replacement radios.

Motion by Christian Marcus, seconded by Dave Howelman, to recommend the Board of Commissioner's approve the purchase of three radios from the Radio Maintenance line item from the 911 Operating Fund at a cost of \$3,612.25. Motion carried – unanimous.

Tele-Rad Performance Bond

Sergeant Bratschi informed the Committee that Tele-Rad is requesting the release of the performance bond. He also stated that, at the beginning of the project, the County had agreed to reimburse Tele-Rad for the cost of the performance bond. **(See attachment pgs. 13 – 15)**

Motion by Dave Howelman, seconded by Christian Marcus, to recommend the Board of Commissioner's approve the release of the Performance Bond for the Simulcast System installation and reimburse Tele-Rad for the cost of the performance bond out of the 911 Wireless Fund, fund balance in the amount of \$3,840. Motion carried – unanimous.

The Committee reviewed graphs illustrating the past months ambulance and fire district runs. **(See attachment pg. 6)**

Jim Gurr gave additional comment regarding property rights and Agenda 21.

6. Various Matters

Ms. Bargy indicated that Milton Township has had one year with their new ordinance that requires a septic inspection upon sale of the property. Scott Kendzerski will be invited to the next Committee meeting to give a one year report on the effectiveness of the ordinance.

Meeting adjourned at 11:00 a.m.

Health, Animal Control and Public Safety

Christian Marcus

Karen Bargy, Chairman

David Howelman

Minutes

February 26, 2014

Members present: Karen Bargy, Christian Marcus, and David Howelman

Members absent:

Others present: Janet Koch, Mike Crawford, Scott Kendzierski, Dave Peterson, Sheriff Dan Bean, Undersheriff Dean Pratt, Sergeant Steve Bratschi, Gary Knapp, Dean Branson, Bill Bailey and Gary Payne

1. Meeting called to order at 9:07 a.m.

2. Public Comment

None.

3. Milton Township Septic Inspection Ordinance

Scott Kendzierski, Director of Environmental Health Services for the Health Department of Northwest Michigan, told the Committee that Milton Township's Septic Inspection and Property Transfer Ordinance has been in place for one year. The ordinance requires that inspections be made at most points of sale. Mr. Kendzierski presented an annual report of the inspections. (**See attachment pgs. 1-5**) There is an intergovernmental agreement between Milton Township and the Health Department for performance of the inspections.

Mr. Kendzierski said the Health Department had performed 44 mortgage evaluations in Milton Township and 3 had failed, a 6.8% failure rate. One of the failures was a water well, the other two were wastewater systems. He told the Committee that some adjustments have been made to the Health Department's inspection process and that overall it has been successful.

Christian Marcus, County Commissioner, asked about the inspection fee. Mr. Kendzierski said it is approximately \$270 for both water and wastewater.

Karen Bargy, Chairwoman, said some members of the community feel there should be a county-wide ordinance. Mr. Kendzierski said he's not sure the Health Department has the staffing to conduct inspections county wide.

Dean Branson noted that both Elk Rapids Township and Torch Lake Township are considering septic ordinances. Mr. Kendzierski said that Kalkaska, Benzie, and Leelanau counties all have septic ordinances, and that Leelanau's is a point of sale ordinance.

Bill Bailey asked about inspections in recently sold homes. Mr. Kendzierski said the Milton Township ordinance has multi-year exemptions for new systems and for previously inspected systems. Mr. Bailey suggested a certification process that would allow non-health department inspections. Mr. Kendzierski said it is being considered.

4. Sheriff Department Update

Dan Bean, Antrim County Sheriff, presented the update from the Sheriff's Office (see **attachment pgs.6-8**), which included the Animal Control report. Mr. Kendzierski said the Health Department has found it very easy to work with the Antrim County Animal Control staff.

Sheriff Bean provided three quotes for a replacement forensic computer system. He said that \$14,000 had been budgeted for the item and that the low bid was acceptable to the IT staff.

Motion by Dave Howelman, seconded by Christian Marcus, to recommend the Finance Committee approve the capital outlay request for a forensic computer system at \$10,995. Motion carried – unanimous.

911 Update

Sergeant Steve Bratschi told the Committee he was working on a report to the State legislature that will be due on May 15, 2014. Sergeant Bratschi mentioned Smart 911, which is software that allows residents to record specific information, such as special needs, within the 911 system. A presentation will be made to the Board of Commissioner's about the software.

Ms. Bargy said the 911 Summit had been attended by a number of County officials. The Summit discussed the sharing of 911 services on an inter-county basis. Sheriff Bean said 8 to 10 counties are in the conversation. The next generation of 911 equipment will rely on network fiber. Ms. Bargy asked Mike Crawford, Chair of the Board of Commissioners, how best to move forward with the issue. It was determined that the Administration Committee should take it under consideration.

Greg Payne, President of the Torch Lake Protection Alliance, asked about the probability of a reduction in marine and snowmobile patrols. Sheriff Bean said the snowmobile patrol is currently active. The marine patrol is funded for 2014. The State grants funding the patrols, however, are being reduced. Undersheriff Dean Pratt said the grants were originally offered because the State was withdrawing from their staffing of similar programs. He added that even if the grant monies are eliminated, it is unlikely that the state will return to their previous staffing levels of the programs.

5. TCE Plume / Antrim Coalition United Through Ecology (ACUTE)

Ms. Bargy asked about ACUTE's organizational structure. Dean Branson and Gary Knapp, representatives of ACUTE, said it's a loose and informal group of community members and stakeholder organizations concerned about the trichloroethylene (TCE) plume. Mr. Branson added that since the February Board of Commissioners' meeting, during which he and Mr. Knapp made a presentation, there has been more information from the Michigan Department of Environmental Quality (DEQ). Mr. Branson said the DEQ has informed them that the United States Department of Agriculture Rural Development (USDA-RD) has become a part of the discussions regarding funding the TCE plume.

Mr. Branson distributed a draft letter from ACUTE to Robert Wagner, Chief of the DEQ-Remediation Division. The one-page letter has numerous blanks for signatures from many stakeholders in the County, including Antrim County. The letter's stated intentions are to thank the DEQ for their efforts regarding the TCE plume, and to provide documentation supporting the funding of an upgrade to the existing public water system.

Ms. Bargy expressed reservations about signing on with the ACUTE letter without the Mancelona Area Water and Sewer Authority (MAWSA) asking directly. If a grant is awarded, MAWSA will most likely be the grant administrator; ACUTE is an advisory group. Mr. Knapp said MAWSA has been involved throughout the process. He added that the current situation is a dynamic process between the State of Michigan and the USDA.

There was a discussion regarding what documentation ACUTE was asking the County to supply as a part of ACUTE's packet to the DEQ. Mr. Kendzierski recommended that the letter make some appeal to environmental issues. Mr. Branson said they would revise the letter in time for approval at the upcoming Board of Commissioner's meeting.

The Committee read the letter of support provided by the Administration Department. Mr. Marcus requested one change. With the change, the other Commissioners approved the letter. Janet Koch, Associate Planner, will send the revised letter to the other County Commissioners for approval.

Mr. Knapp provided the Committee with copies of an updated TCE plume fact sheet. (See pg. 9) He will work with the County Clerk to have copies for the public available in the County building.

6. National Blueways

At the January Committee meeting, Mr. Marcus said he would bring the written position of the National Association of Counties (NACo) that was opposition to the National Blueways program to the next meeting of the Committee. Recently, however, the National Blueways System and the National Blueways Committee have been dissolved. (See pgs. 10-12 for an order from the Secretary of the Interior regarding National Blueways)

Mr. Marcus told the Committee that Congress is currently considering a regulation to expand the "Waters of the U.S." definition in the Clean Water Act. He provided a policy brief from NACo regarding the issue to present to the Board of Commissioners. (See pgs. 13, 14)

7. Various Matters

Health Department Invoice

An invoice from the Health Department for tests on drinking wells in the vicinity of the Antrim / Kalkaska County Landfill was presented.

Motion by Dave Howelman, seconded by Christian Marcus, to recommend the Finance Committee approve payment of the invoice and authorize a budget amendment for \$576.00. Motion carried – unanimous.

2% Grant

Mr. Kendzierski asked if the current round of 2% grants had been awarded. Ms. Bargo said they had, but she hadn't seen any notification.

DEQ

David Peterson commented that he would like to see a written statement from the DEQ regarding their commitment to the TCE plume project.

Motion by Dave Howelman, seconded by Christian Marcus, to have the Administration Committee approve a letter requesting that the DEQ provide a written status of their plans regarding the TCE plume and the funding mechanisms being considered. Motion carried – unanimous.

Meeting adjourned at 12:47 p.m.

Health, Animal Control and Public Safety

Christian Marcus

Karen Bargy, Chairman

David Howelman

Minutes March 26, 2014

Members present: Karen Bargy, Christian Marcus and David Howelman

Members absent:

Others present: Gary Payne, Janet Koch, Sheriff Dan Bean, Sergeant Steve Bratschi, and Sherry Comben (who attended through third agenda item).

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

2. Public Comment

Gary Payne said he was concerned about the 2015 budget for marine and snowmobile patrols. Chair Karen Bargy said she'd presented some information regarding future budgets to the Finance Committee. Sheriff Dan Bean said patrol grants are reimbursements on the fiscal year.

3. Animal Licensing Fees

Treasurer Sherry Comben opened a discussion regarding a report that was included in the Committee packets. This report detailed dog licensing fees in Michigan counties. Ms. Comben said the Antrim County fees hadn't been reviewed for a number of years. The 2013 revenue from dog fees was \$6,290.

The Committee reviewed the report, noting that annual dog licensing fees in the report range from \$2 to \$60. Ms. Comben said the Treasurer's Office is currently covering their costs for issuing dog licenses.

Ms. Comben also said the Committee could review the fees on an annual basis.

The Committee took no action regarding the fees.

4. Sheriff Department Update

Sheriff Bean said that with Sergeant Jeff Wynkoop retiring and a number of medical leave issues, the Department is down four officers.

911 Signs

Sheriff Bean presented his monthly report (see attachment pages 1-2). He reported that Antrim County Emergency Services (ACES) has expressed concern regarding the enforcement of 911 signage. Sheriff Bean thought the penalty for violation in the Antrim County ordinance (see attachment pages 3-8) was excessive; Ms. Bargy agreed.

An application for a 2% Tribal Grant to purchase more 911 signs and posts was discussed. Ms. Bargy suggested that a portion of the grant be used to assist property owners with installation. Sheriff Bean said fire departments have assisted with sign installation in the past. Getting volunteer labor from high school honor societies or youth groups was also suggested. Sheriff Bean posed the question of what happens if they aren't awarded a grant. The current grant applications are due on June 30, 2014.

The Committee requested that civil counsel review the Antrim County Street and Road Numbering Ordinance with regards to amending Section VI(C).

Motion by Dave Howelman, seconded by Christmas Marcus, to recommend the Board of Commissioners allow for application of a 2% Tribal Grant for 911 signage.

Motion carried – unanimous.

911 Update

Sergeant Steve Bratschi reviewed the annual SNC-001 report, Public Safety Answering Point (PSAP) Report, Fifteenth Year Certification Eligibility (see attachment pages 9-12).

Sergeant Bratschi asked that the Committee approve report SNC-301, the 2014 Report to the Legislature (see attachment pages 13-14). Submittal of this report establishes eligibility for wireless funding at approximately \$140,000 per year.

Motion by Christian Marcus, seconded by Dave Howelman, to recommend that the Board of Commissioner's approve and authorize the Board Chairman to sign SNC-301, the 2014 Report to the Legislature. Motion carried – unanimous

Grants

Sergeant Bratschi asked that the Committee allow him to make an application for a grant of approximately \$80,000.00 regarding the Mancelona tower.

Motion by Dave Howelman, seconded by Christian Marcus, to recommend the Board of Commissioners allow for application of a 2% Tribal Grant for the purposes of bringing the Mancelona tower fully into the Simulcast system. Motion carried – unanimous.

Sergeant Bratschi requested that the Committee allow application for a 2% grant of approximately \$20,000.00. This grant, if awarded, would purchase a MCC 5500 radio dispatch console desktop computer that pages emergency vehicles.

Motion by Christian Marcus, seconded by Dave Howelman, to recommend the Board of Commissioner's allow for application of a 2% Tribal Grant for the purchase of the MCC 5500 dispatch console. Motion carried – unanimous.

There was a discussion regarding migrating the Record Management Systems (RMS) of other police departments in Antrim County to the RMS used by the County. Ms. Bary suggested that this item be submitted in the next grant cycle.

Sergeant Bratschi updated the Committee on the status of the LEPC grant, a grant typically submitted by the Emergency Services Coordinator. The proposal will be submitted to the 911 Board. If the proposal is approved by the 911 Board, the Committee will consider recommending that the Board of Commissioners approve the grant application.

The Committee was told that the total LEPC grant amount for the 17 counties that are in the region is \$88,000.00, an amount that has decreased drastically over the years.

Hazardous Material Emergency Preparedness (HMEP) Grant Agreement

This grant for \$1,360 assists in funding the preparation of hazardous materials emergency response plans (see attachment pages 15-21).

Motion by Christian Marcus, seconded by Dave Howelman, to recommend that the Board of Commissioner's approve and authorize the Board Chairman to sign the 2013-2014 HMEP Grant application. Motion carried – unanimous.

5. Various Matters

Regarding any upcoming budget planning, Ms. Bary asked Sheriff Bean and Sergeant Bratschi to bring any projects that they'd like to have included in the County's Capital Improvement Plan to the Committee first.

Meeting was adjourned at 10:18 a.m.

Health, Animal Control and Public Safety

Christian Marcus

Karen Bargy, Chairman

David Howelman

Minutes: April 30, 2014

Members Present: Karen Bargy, Christian Marcus

Members Absent: David Howelman

Others Present: Pete Garwood, Carl Goeman, Sheriff Dan Bean, Undersheriff Dean Pratt, Sergeant Todd Rawlings

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

2. Public Comment

Greg Payne inquired about the budget process for 2015.

3. Emergency Services Update

Carl Goeman, Emergency Services Director, joined the meeting and gave an update for the Emergency Services Department for the past month. Mr. Goeman reminded the Committee he will be retiring mid-July. Mr. Goeman gave an update on the recent purchases with the Homeland Security Grant.

Chairwoman Karen Bargy requested that Mr. Goeman put as much in writing as possible regarding his regular routines and processes for the next Emergency Services Coordinator.

4. Sheriff Department Update

Sheriff Dan Bean, Undersheriff Dean Pratt and Sergeant Todd Rawlings joined the meeting.

Sheriff Bean gave a verbal and written (**See attachment pages 1-5**) report.

Undersheriff Pratt informed the Committee that the cost of a Chevy Tahoe, which is the vehicle the department was targeting for purchase, has increased in price from \$25,000+ to \$28,000+ since the time he received budgetary quotes last August/September. Because it would exceed the amount budgeted (for two vehicles), Undersheriff Pratt inquired as to whether the Committee would like him to pursue the Ford SUV which was a less expensive option. The Committee indicated they favored sticking with the Chevy Tahoe but waiting until later in the year to make the purchase when we would have a better idea of how their budget is tracking for the year.

Sergeant Rawlings indicated he also was working on replacing the jail transport van. Sergeant Rawlings indicated he can get a minivan within the budgeted amount of \$29,803. The Dodge Caravan minivan is \$24,142 (through the State). The Committee indicated they would like Sergeant Rawlings to check into adding the all-wheel drive feature to the minivan. Sergeant Rawlings will take his findings to the Finance Committee.

911 Update

Sheriff Bean gave the 911 report which is also included in the attached Sheriff Department written report.

5. Capital Improvement Plan

Janet Koch, Associate Planner, joined the meeting and distributed the capital improvements forms that have been submitted by the Sheriff Department for the Capital Improvements Plan (CIP).

Chairwoman Bargy inquired about including the Simulcast System needs as a grant application to the Grand Traverse Tribe of Ottawa and Chippewa Indians for the 2% funds. Sheriff Bean indicated he will discuss it with his staff.

Sheriff Bean inquired about interest in pursuing the Mobile Data Terminals (MDT) for the squad cars. Discussion was mixed on this topic but will continue once the Committee sees how the MDT's fit into the budget for the next number of years.

Discussion took place regarding how to best present the needs of the Sheriff Department for capital purchases.

Pete Garwood, County Administrator, and Ms. Bargy outlined the budget process for Mr. Payne.

The meeting was adjourned at 12:00 noon.

Health, Animal Control and Public Safety

Christian Marcus

Karen Bary, Chairman

David Howelman

Minutes May 28, 2014

Members Present: Karen Bary, Christian Marcus, David Howelman

Members Absent: None.

Others Present: Pete Garwood

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

2. Public Comment

None.

3. Emergency Services Update

Carl Goeman, Emergency Services Coordinator gave a report for the past month for the Emergency Services Department.

A packet of information on the applicants that will be interviewed to replace Mr. Goeman as the Emergency Services Coordinator upon his retirement was circulated around to the Committee.

4. Sheriff Department Update

Undersheriff Dean Pratt gave an update on the Sheriff Department activities. The Sheriff Department has implemented a policy to require all employees to go to an occupational physician chosen by the employer within the first 28 days of a worker's compensation claim.

The Sheriff Department is in the process of replacing two employees. 30 applicants applied and they hope to have someone hired within two weeks.

Sergeant exam is on Friday to replace Sergeant Wynkoop who recently retired. They are also in the process of promoting a corrections officer into a corporal position.

5. Millage - Mancelona

The Township of Mancelona is changing their tax collection to July, for the property taxes that qualify. In order to accommodate the Township, the County will have to know how much millage must be approved for all regular and special millages the County currently has authority to levy.

Discussion took place regarding the request from the Administration Office to all the departments that operate on a special millage to submit a general preliminary budget for 2015 so the Board will have an idea of how much of the millage to levy. The Sheriff Office is currently creating a preliminary budget for the 911 millage.

6. House numbering Ordinance

Chairwoman Karen Bary inquired as to whether or not Civil Counsel has commented on the request to look at the financial penalties for violation of the Street and Road Numbering Ordinance. Mr. Garwood indicated he had not heard from Civil Counsel as of yet, but he also offered additional information regarding the penalty section. Mr. Garwood will get confirmation from Civil Counsel on the interpretation of the penalty section in the Ordinance and the fine schedule adopted by the Board of Commissioners.

Sergeant Steve Bratschi requested guidance regarding how much funding to apply for in the grant application to the Grand Traverse Tribe of Ottawa and Chippewa Indians. It was the consensus of the Committee the grant application to fund additional house numbering signs should be for \$10,000.

7. 911 Update

Sergeant Steve Bratschi gave an update on 911 Dispatch.

Meeting adjourned at 10:08 a.m.

Health, Animal Control and Public Safety

Christian Marcus

Karen Bargy, Chairman

Dave Howelman

Minutes June 25, 2014

Members present: Karen Bargy, Dave Howelman, Christian Marcus

Others: Peter Garwood

1. The meeting was called to order at 9:03 a.m.

2. Public Comment

Greg Payne inquired about the budget process.

3. 86th District Court

Sherise Shively, Community Corrections Manager joined the meeting and presented a proposal (see attached pg. 1), that would increase the hours of a Community Corrections Officer from part-time (.4) to full-time. She informed the Committee there would be no additional cost to the County as the program brings in enough revenue to fund the proposal. Ms. Shively gave an overview of new and growing programs in the department for which the additional staffing is needed.

Motion by Christian Marcus, seconded by Dave Howelman, to recommend the Board of Commissioners approve the proposal to increase a Community Corrections Officer from a part-time (.4) to full-time position for the Community Corrections Program at no additional cost to the County. Motion carried – unanimous.

4. Helena Township Mooring Ordinance

Jim Rossiter, Civil Counsel addressed the Committee regarding the Helena Township Alden Safe Harbor Mooring Ordinance. Mr. Rossiter informed the Committee that in order for the Sheriff Department to enforce the ordinance there will have to be an agreement between the Township and the County. Discussion took place regarding whether there should be payment from the Township to the County for the service, whether or not “Safe Harbor” was the correct terminology for the ordinance.

The Committee requested a communication be sent to the Township. The communication should indicate that although the Township has identified the Sheriff as the enforcing agent for the ordinance, without an agreement between the Township and the County, the Sheriff can respond but not enforce the ordinance. In order for the Sheriff to enforce the ordinance it would require an intergovernmental agreement. There is concern about the ordinance taking the Sheriff staff away from other duties and therefore may require payment for the service. It is identified as a safe harbor and there were concerns regarding this terminology. A conversation between the County Sheriff, Administrator and the Township will be helpful to address the aforementioned issues.

5. Street and Road Numbering Issue

Karleen Helmreich, Equalization Director and Julie Weston, Geographical Information Systems (GIS) Technician joined the meeting. The two from Equalization and Peter Garwood, County Administrator gave an overview of a problem with how the Street and Road Numbering Ordinance was applied along a portion of Kidder Road in Echo Township.

The Equalization Department and the County Administration Department will organize a meeting with the affected residents and will also invite the Echo Township Supervisor.

Street and Road Numbering Ordinance Fines

Chairwoman Bargy asked Mr. Rossiter about the fines listed in the Street and Road Numbering Ordinance as opposed to the fine amounts for first, second and third infractions listed in the schedule of fines adopted by the Board of Commissioners. Mr. Rossiter will research the issue further and provide an answer at a future meeting (shooting for the July meeting).

6. Emergency Service Update

Carl Goeman, Emergency Services Coordinator and Leslie Meyers, who will be replacing Mr. Goeman upon his retirement July 10, 2014, were present. Ms. Meyers was introduced to the Committee.

Mr. Goeman informed the Committee the 2011-12 Homeland Security Grant is currently being spent on projects throughout Region 7, the 2013 grant is still in the stage prior to spending, and the 2014 grant is being planned.

Ms. Meyers inquired about a cleaning of the Emergency Operations Center. Mr. Garwood will check with Antrim County Transportation to see who they use for office cleaning.

7. Sheriff Office Update

Sheriff Dan Bean gave a monthly report for the Sheriff Office (**see attached pgs. 2-4**). Four officers tested for the vacant sergeant position and Cal Smith was selected.

The most recent dispatcher hired is progressing to the next phase of training, Phase 4 and is doing well.

Discussion took place regarding the Marine Patrol program.

8. Various Matters

A question was asked about a County-wide Fireworks Ordinance. Sheriff Bean indicated he is having discussion with Civil Counsel on this issue.

The meeting was adjourned at 11:40 a.m.

Health, Animal Control and Public Safety

Christian Marcus

Karen Bargy, Chairman

Dave Howelman

Minutes, August 26, 2014

Members present: Karen Bargy, Dave Howelman and Christian Marcus

Others: Pete Garwood, Mike Crawford and Deb Haydell

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

2. Public Comment

None.

3. Health Department of Northwest Michigan

Brad Ryder, Chief Financial Officer at the Health Department, presented an appropriation request which represents an increase of 2%, \$221,425.

Motion by Dave Howelman, seconded by Christian Marcus, to approve the proposed 2015 Health Department appropriation request of \$221,425 line item 101000-601-956.004 for submittal to the Finance Committee. Motion carried – unanimous.

4. 13th Circuit Court Community Corrections

Sherise Shively, Community Corrections Manager for the Community Corrections Program, presented the 2015 appropriation request of \$11,160.00 a substantial decrease from last year's \$16,979.00.

Motion by Christian Marcus, seconded by Dave Howelman, to approve the proposed 2015 Community Corrections appropriation request of \$11,160.00 line item 101000-966-956.007 for submittal to the Finance Committee. Motion carried – unanimous.

5. Circuit Court

Motion by Dave Howelman, seconded by Christian Marcus, to approve an amended amount of \$388,850.00 to the 2015 Circuit Court budget request of \$415,248.00, cost center 101000-131 for submittal to the Finance Committee. The requested amount was reduced due to the decrease in Antrim County's portion of the caseload from 19% in 2014 to 17.5% in 2015. Motion carried – unanimous.

The \$388,850.00 represents 1.5% less than the Circuit Courts approved budget for 2014.

6. District Court

Carol Stocking, District Court Administrator, presented the budget request for the District Court of \$650,897.00. The funding request for each of the three counties in the 86th District is based on the caseload associated with each county.

Motion by Christian Marcus, seconded by Dave Howelman, to approve the 2015 District Court budget request of \$650,897.00 cost center 101000-136 for submittal to the Finance Committee with the additional information requested for the Finance Committee. Motion carried – unanimous.

District Court - Capital Improvements Request

The District Court is currently using the imaging system for all civil cases and has plans in 2015 to extend the imaging program to include all criminal cases, as well.

The total cost of the document imaging project is \$161,150.00. Antrim County's share is \$27,396.00.

Motion by Dave Howelman, seconded by Christian Marcus, to approve the proposed 2015 District Court capital improvements request for equipment to implement the paperless imaging system in the criminal division of the District Court at a cost to Antrim County of \$27,396.00 line item #101000-901-980.136. Ms. Stocking will provide to the Finance Committee a projection of the future operational costs for the software program (maintenance agreements, etc.). Motion carried – unanimous.

7. Friend of the Court

Dawn Rodgers, Friend of the Court, presented an appropriation request of \$90,000 for the 2015 Friend of the Court budget.

Motion by Dave Howelman, seconded by Christian Marcus, to approve the proposed 2015 Friend of the Court appropriation request of \$84,359.00 cost center #101000-141, and the revenue from Fund #215 of \$9,000.00 for submittal to the Finance Committee, with additional requested historical information. Motion carried – unanimous.

8. Family Division – Circuit Court

Bill Hefferan, Probate Court Administrator, presented:

- The 2015 budget request for the Circuit Court-Family Division budget request of \$522,690.00.
- The 2015 budget request for Family Court Detention at \$11,000.00.
- The 2015 Probate Court budget request for \$303,141.00.
- The 2015 Probate Court Grant fund budget request, revenues of \$6,696.00 and expenditures of \$6,696.000.

Motion by Dave Howelman, seconded by Christian Marcus, to approve the 2015 Probate Grant Fund #286 revenues of \$6,696.00 and expenditures of \$6,696.00 for submittal to the Finance Committee. Motion carried – unanimous.

Motion by Christian Marcus, seconded by Dave Howelman, to approve the 2015 Circuit Court – Family Division budget request in the General Fund, cost center #101000-132 of \$522,690.00, for submittal to the Finance Committee. Motion carried – unanimous.

Motion by Dave Howelman, seconded by Christian Marcus, to approve the 2015 Family Court Detention budget request of \$11,000.00 in the General Fund cost center #101000-134 for submittal to the Finance Committee. Motion carried – unanimous.

Motion by Christian Marcus, seconded by Dave Howelman, to approve the 2015 Probate Court budget request General Fund, cost center #101000-148 of \$303,141.00 plus adjustments for health insurance and pension for submittal to the Finance Committee. Motion carried – unanimous.

9. Various Matters

Karen Bargy, Chairwoman, informed the Committee that tomorrow's meeting will likely be long as the meeting is both the regular Committee meeting as well as a budget meeting. Mr. Garwood will have staff get lunch during the meeting, which will allow the meeting to proceed uninterrupted.

Mr. Garwood will request from the Sheriff the last 5 years of snowmobile permits issued in the County.

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

Health, Animal Control and Public Safety

Christian Marcus

Karen Bargy, Chairman

Dave Howelman

Minutes, August 27, 2014

Members present: Karen Bargy, Dave Howelman and Christian Marcus

Others: Pete Garwood and Mike Crawford

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

2. Public Comment

Dean Pratt, Undersheriff introduced the Marine Patrol officers in attendance.

3. Recreation Program

Gordy Shaffer, owner of the Dockside Restaurant, discussed the most recent concerns with the Antrim County Marine Patrol. Mr. Shaffer showed a video of the Marine Patrol in action. Mr. Shaffer stated his concerns include the Marine Patrol harassing customers, and wasting dollars by having the patrol out when there is no boat traffic on the lakes, the use of binoculars and an off duty officer harassing a resident.

Undersheriff Dean Pratt informed the Committee how the Marine Patrol program is set up, regarding training (in class and on the water), wages, and the hours of operation. Six of 13 Marine Patrol employees were new this year.

Paul Sak, Marine Patrol Officer, answered concerns about his actions off duty. Mr. Sak distributed two handouts to the Committee.

John Peal, Torch River Marine owner, expressed his opinions about what he considered the negative changes in the Marine Patrol over the past few years. Improper use of a sound meter, harassment of customers, wasting money by having marine patrol out on the water during very slow times, and pulling boats over for no wake violations when it is not true were his concerns. Mr. Peal also indicated the need for a smaller Marine Patrol.

Doug Davis and Christine Davis, from Dewitt Marine, had concerns regarding a particular employee of the Marine Patrol along with some general concerns about the Marine Patrol.

Scott Sentieri expressed the need for the Marine Patrol Officers to treat the boaters in a cordial and friendly manner.

Lee Scott, Chairman of the Torch Lake Protection Alliance (TLPA), addressed a concern brought up earlier in the meeting of a member of the TLPA having too much influence in the Marine Patrol Program. He also emphasized the need for a Marine Patrol and the need for businesses on the lakes to thrive.

Butch Bartz, from Butch's Marina, spoke about the negative change in attitude of some of the employees of the Marine Patrol about three years ago. He expressed the need for training as a diplomat as well as regulatory training. Mr. Bartz also emphasized the need for boater safety training of the young people.

Paul Sak resigned as an officer of the Marine Patrol.

Undersheriff Pratt gave an account of how the Marine Patrol program works. Undersheriff Pratt addressed the issue of boaters being stopped for no wake violations.

Sheriff Dan Bean spoke about the philosophy of the Marine Patrol Program and measures taken by the Sheriff Office to make it better.

Richard Snyder, Marine Patrol Officer, gave an account of his daily encounters with the public.

Jim School, former Marine Patrol Supervisor and current Corporal in the jail, addressed the Committee regarding the allegations about his actions as the head of the program as well as what he considered false information about both the Marine Patrol Program and the Snow Patrol Program.

4. Medical Examiner

Motion by Dave Howelman, supported by Christian Marcus, to approve the proposed 2015 Medical Examiner budget in the General Fund, cost center #101000-648 for submittal to the Finance Committee. Motion carried – unanimous.

Agreement Spectrum Health Hospitals

The Committee reviewed the Agreement between Spectrum Health Hospitals and Antrim County for Medical Examiner Facility Use (see attached pgs. 1-6).

Motion by Dave Howelman, supported by Christian Marcus, to recommend the Board of Commissioners approve the Agreement between Spectrum Health Hospitals and Antrim County for Medical Examiner Facility Use. Motion carried – unanimous.

5. Emergency Services

Leslie Meyers, Emergency Services Coordinator, presented the budget for the Emergency Services Department.

Motion by Dave Howelman, supported by Christian Marcus, to approve the proposed 2015 Emergency Services budget in the General Fund, cost center #101000-426 for submittal to the Finance Committee. Motion carried – unanimous.

Capital Outlay

Ms. Meyers requested a new desk top PC and a tablet at a cost of \$1,600.00.

Motion by Dave Howelman, supported by Christian Marcus, to approve the proposed 2015 Emergency Services capital outlay request of \$1,600.00 for submittal to the Finance Committee. Motion carried – unanimous.

Local Emergency Planning Committee (LEPC)

Ms. Meyers presented the proposed 2015 LEPC budget.

Motion by Christian Marcus, supported by Dave Howelman, to approve the proposed 2015 LEPC budget, fund #287 for submittal to the Finance Committee.

Motion carried – unanimous.

Emergency Management Performance Grant (EMPG)

Ms. Meyers gave an update on the EMPG grant and the Emergency Service program.

Motion by Christian Marcus, supported by Dave Howelman, to recommend the Chairman of the Board of Commissioners be authorized to sign the Fiscal Year 2014 EMPG Grant Agreement (see attached pgs. 7-16). Motion carried – unanimous.

2015 EMPG Workplan

Ms. Meyers requested the proposed 2015 EMPG Grant Work Agreement be signed by the Chairman of the Board of Commissioners (see attached pgs. 17-37).

Motion by Christian Marcus, supported by Dave Howelman, to recommend the Board of Commissioners authorize the Chairman of the Board of Commissioners to sign the proposed 2015 EMPG Grant Work Agreement. Motion carried – unanimous.

6. Sheriff Department Budgets

Jail Budget

Sheriff Bean and Sergeant Todd Rawlings presented the proposed 2015 budget for the Jail.

Motion by Christian Marcus, supported by Dave Howelman, to approve the proposed 2015 Jail budget, cost center #101000-351 for submittal to the Finance Committee.

Motion carried – unanimous.

Local Corrections Officer Training Budget

Motion by Christian Marcus, supported by Dave Howelman, to approve the proposed 2015 Local Corrections Officer Training Budget, fund #264 for submittal to the Finance Committee. Motion carried – unanimous.

Jail Inmate Proceeds

Motion by Christian Marcus, supported by Dave Howelman, to approve the proposed 2015 Inmate Proceeds Fund Budget, fund #267 for submittal to the Finance Committee.

Motion carried – unanimous.

Zero Tolerance Fund

Motion by Christian Marcus, supported by Dave Howelman, to approve the proposed 2015 Zero Tolerance, cost center #101000-352 for submittal to the Finance Committee.

Motion carried – unanimous.

Jail 2014 Capital Outlay

Sergeant Rawlings distributed a packet of information regarding the Intercom System improvement that was approved for the 2014 capital outlay budget. Sergeant Rawlings indicated he was successful in getting a matching grant from the Michigan Municipal Risk Management Authority (MMRMA) and from Securus, Inc. The approved amount in the County budget is \$30,000. He has \$74,318.00 between the \$30,000 in the budget, \$34,318 from the MMRMA and \$10,000 from Securus, Inc. The Committee directed Sergeant Rawlings to put the project out for bid.

Jail - Employee Lockers

Sergeant Rawlings informed the Committee he had checked with three companies on prices and features for employee lockers for the corrections officers. There is \$2,896.00 in the 2014 budget for the lockers. The quotes are as follows:

- schoollocker.com \$2,185.75 plus shipping.
- Highland Product Group \$3,590.00.
- Lockers.com did not offer anything in the requested size and therefore could not submit a quote.

Motion by Christian Marcus, supported by Dave Howelman, to recommend the Finance Committee approve purchase of employee lockers from schoollocker.com at a cost of \$2,185.75 plus delivery. Motion carried – unanimous.

911 Budget Request

Motion by Christian Marcus, supported by Dave Howelman, to approve the proposed 2015 E-911 Fund Budget, fund #261 for submittal to the Finance Committee, with an adjustment to the “Wages-Dispatchers” line item and verification by the County Accountant of wages and associated benefits. Motion carried – unanimous.

262 911 Wireless fund

The budget includes \$170,000.00 for computer equipment for Next Generation (or Next-Gen) 911. In the Next-Gen environment, the public will be able to make voice, text, or video emergency "calls" from any communications device via [Internet Protocol](#)-based networks.

Motion by Christian Marcus, supported by Dave Howelman, to approve the proposed 2015 - 911 Wireless Fund Budget, fund #262 as amended (\$170,000 for computer equipment contingent on the approval of the grant application submitted to the Michigan Competitive Grant Assistance Program (CGAP)), for submittal to the Finance Committee.

Motion carried – unanimous.

911 Training

Motion by Christian Marcus, supported by Dave Howelman, to approve the proposed 2015 - 991 Training Fund Budget, fund #259 for submittal to the Finance Committee.

Motion carried – unanimous.

Sergeant Bratschi gave an update on the 911 Dispatch Center activities over the past month.

Animal Control

Motion by Christian Marcus, supported by Dave Howelman, to approve the proposed 2015 Animal Control capital outlay request, #101000-901-980.430 for a new pickup truck and bed kennel for submittal to the Finance Committee (\$45,000). Motion carried – unanimous.

Motion by Christian Marcus, supported by Dave Howelman, to approve the proposed 2015 Animal Control Budget, department #101000-430 with a reduction from \$3,800.00 to \$1,000.00 for the vehicle maintenance line item, for submittal to the Finance Committee. Motion carried – unanimous.

Animal Control Donations Fund

Motion by Dave Howelman, supported by Christian Marcus, to approve the proposed 2015 – Animal Control Donation Fund, fund #225 for submittal to the Finance Committee. Motion carried – unanimous.

Secondary Roads Budget

Motion by Dave Howelman, supported by Christian Marcus, to approve the proposed 2015 – Secondary Roads budget, cost center #101000-334 for submittal to the Finance Committee. Motion carried – unanimous.

Michigan Justice Training

The dollars come from the State and the fund is specifically for secondary roads training.

Motion by Christian Marcus, supported by Dave Howelman, to approve the proposed 2015 – Michigan Justice Training, fund #268 for submittal to the Finance Committee. Motion carried – unanimous.

Drug Law Enforcement Fund

Funded through forfeitures often times shared through the Traverse Narcotics Team. The Sheriff has no expenditures planned for this fund for 2015.

Motion by Dave Howelman, supported by Christian Marcus, to approve the proposed 2015 – Drug Law Enforcement Fund Budget, fund #265 for submittal to the Finance Committee. Motion carried – unanimous.

Off Road Vehicle (ORV)

The Committee reviewed the ORV Ordinance Training Budget and there are no expenditures planned for this budget.

Motion by Dave Howelman, supported by Christian Marcus, to approve the proposed 2015 – ORV Ordinance Training Budget, fund #266 for submittal to the Finance Committee. Motion carried – unanimous.

7. Prosecuting Attorney

Jim Rossiter, Prosecuting Attorney and Sherry Comben, Treasurer joined the meeting.

The Committee discussed the Street and Road Numbering Ordinance and the Civil Fine Fee Schedule previously adopted by the Board of Commissioners. Readopting the fines schedule was discussed as a means to remove all questions as to whether the fines schedule or the language in the ordinances regarding fines takes precedence. **(See attached pgs. 35-36)**

The Administrator Office will investigate all ordinances and who is responsible for enforcement.

Motion by Christian Marcus, supported by Dave Howelman, to recommend the Board of Commissioners close fund #217 Prosecuting Attorney Legal Fund and return the fund balance to the General Fund. Motion carried – unanimous.

Child Support/IVD

Motion by Dave Howelman, supported by Christian Marcus, to approve the proposed 2015 Child Support/IVD budget in the General Fund, cost center #273 for submittal to the Finance Committee. Motion carried – unanimous.

Victims' Rights

Motion by Christian Marcus, supported by Dave Howelman, to approve the proposed 2015 Victim's Rights budget in the General Fund, cost center #272 for submittal to the Finance Committee. Motion carried – unanimous.

Prosecuting Attorney

Motion by Christian Marcus, supported by Dave Howelman, to approve the proposed 2015 Prosecuting Attorney budget in the General Fund, cost center #267 for submittal to the Finance Committee. Motion carried – unanimous.

8. Marine Patrol

**Motion by Dave Howelman, supported by Christian Marcus, to approve an amended version of the proposed 2015 – Marine Patrol Budget, cost center #101000-331 at 2013 expenditure level for submittal to the Finance Committee (\$121,368).
Motion carried – unanimous.**

Marine Patrol Capital Outlay

The Committee considered the Sheriff's 2015 capital outlay budget request for a new Zodiac boat and a motor at a cost of \$20,000.

There are six boats in the Marine Patrol fleet – five are running. The Committee informed the Sheriff that they are willing to fund only five boats. If the Sheriff finds a way to sell equipment in order to purchase a new boat it will be considered by the Committee.

Snowmobile Patrol

Motion by Dave Howelman, supported by Christian Marcus, to approve an amended version of the proposed 2015 Snowmobile Fund budget, Fund #279 to be funded at 2013 expenditure level for submittal to the Finance Committee (\$59,043).

Motion carried – unanimous.

Motion by Christian Marcus, supported by Dave Howelman, to deny the request for a snowmobile from 2015 capital outlay. Motion carried – unanimous.

Jail Capital Outlay

To approve the proposed 2015 Jail capital outlay of \$45,000 to resurface the shower stalls in the Jail from the General Fund, #101000-901-980.351 for submittal to the Finance Committee.

Motion carried – unanimous.

Sheriff Capital Outlay

Motion Christian Marcus, supported by Dave Howelman, to approve the proposed 2015 capital outlay request of \$43,546 in the General Fund, #101000-901-980.301 for two patrol cars and a recorder replacement for submittal to the Finance Committee.

Motion carried – unanimous.

Sheriff Department

Motion by Dave Howelman, supported by Christian Marcus, to approve the proposed 2015 Sheriff Department budget in the General Fund, cost center #301 for submittal to the Finance Committee. Motion carried – unanimous.

Sheriff Report

Sheriff Bean provided a verbal and written (see attached pgs. 38-40) report for the Sheriff Office.

The meeting was adjourned at 6:05 p.m.

Health, Animal Control and Public Safety

Christian Marcus

Karen Bary, Chairman

Dave Howelman

Minutes September 24, 2014

Members present: Karen Bary, Dave Howelman, Christian Marcus

Others: Mike Crawford, Jim Rossiter, Janet Koch

1. The meeting was called to order at 9:03 a.m.

2. Public Comment

None.

3. Emergency Services Update

Leslie Meyers, Emergency Services Coordinator, told the Committee that she'd attended her first Antrim County Emergency Services (ACES) meeting and has been meeting with the local fire departments to introduce herself and to present a short training video on First Responders and Autism.

Ms. Meyers said she participated in a multi-county training exercise that helps prepare for large-scale spills. She is also planning a January 2015 open house.

There are still two Emergency Services vehicles; Ms. Meyers said she doesn't need both, but is alternating her use of the vehicles to make sure they are both kept in working order.

Karen Bary asked about the generator, saying it was started regularly, but not always in a loaded capacity, which had created problems in the past. Ms. Meyers said she's starting it every Wednesday and will be making sure that it is functional at Commission on Aging (COA), Mancelona, and other sites where it might be used. This will be done on a regular rotating basis. Ms. Meyers said the generator was used at COA during the September 5, 2014 power outage.

Christian Marcus asked about a Federal Emergency Management Agency shelter in Star Township. Ms. Meyers said she'd look into it.

Ms. Meyers gave a hard copy of her report to Janet Koch, Associate Planner, for inclusion with the Board packets. (See attachment pg. 1)

4. Sheriff Department Update

Ricoh Lease

The Committee and Jim Rossiter, Prosecuting Attorney and Civil Counsel, discussed the necessity of the Board of Commissioners approving the purchase of budgeted items in the department of an elected official. Leases and contracts regarding budgeted items were also discussed. Mr. Rossiter was asked to take those topics to the Finance Committee.

Motion by Christian Marcus, seconded by Dave Howelman, to approve the Ricoh lease for Sheriff's Office, Jail, and 911 Dispatch. Motion carried – unanimous.

Capital Outlay – Vehicle Purchase

Dean Pratt, Undersheriff, said he'd been working with MiDeal for vehicle prices. The base price for a pursuit-rated Tahoe was \$28,349; the base price for a pursuit-rated Dodge Charger was approximately \$23,635. Undersheriff Pratt said the Antrim County Sheriff's vehicles typically get 150,000 to 175,000 miles of use.

Undersheriff Pratt also asked the Committee how they wanted to deal with the two vehicles that would be sold, if they should go out to bid, be sold locally, or traded in. After discussion, Undersheriff Pratt requested that the Committee approve the purchase of two Dodge vehicles and that two existing vehicles be traded in.

Motion by Christian Marcus, seconded by Dave Howelman, to recommend that the Finance Committee approve a capital outlay request (#101000-901-980.301) for the purchase of two 2014 Dodge pursuit-rated Chargers with the police package and that the old vehicles be traded in. Motion carried – unanimous.

Undersheriff Pratt told the Committee that he'd received a letter of resignation, effective November 7, from an employee of the Sheriff's Office. He will be bringing the issue to the next Administration Committee meeting.

Prices for a new snowmobile were presented to the Committee; Undersheriff Pratt will take the request for purchase of a snowmobile to Finance. He added that 85% of a \$12,000 equipment purchase could be reimbursed through a DNR grant; their grant cycle runs from October 2014 to April 2015.

5. 911 Update

Frontier Maintenance Contract

Ms. Bary remarked on the increase in cost from \$2,805.11 to \$4,025.41. Sergeant Steve Bratschi said he'd been told it was due to a restructuring of Frontier's fees and the County having more equipment that required maintenance. Sergeant Bratschi said the contract's scheduled start date of August 15, 2014 would be changed to October 1, 2014 before signing. He added that if there is no contract, any needed repairs or services would be paid through time and materials. The contract was under review at civil counsel.

The Committee agreed that Finance should review the Frontier contract if civil counsel completed their review before the meeting.

Ms. Bary said she appreciated the contract summary that Sergeant Bratschi had provided.

Tribal Grants

Sergeant Bratschi told the Committee that he'd applied for three 2% tribal grants in June, but none were approved. He asked the Committee for approval to resubmit the same applications for the December cycle. The three grants applications are as follows:

- \$30,000 for purchase of a MCC 5500 radio dispatch console desktop computer that pages emergency vehicles
- \$15,000 for purchase of 911 residential signs
- \$88,500 to bring the Mancelona tower into the Simulcast system

Motion by Dave Howelman, seconded by Christian Marcus, to recommend the Board of Commissioners allow for the application of three 2% Tribal Grants.

Motion carried – unanimous.

Sergeant Bratschi said there are still issues with the Simulcast radio system at the Mancelona tower. They are working on solutions.

Ms. Bargy asked when he expected to hear about the co-operative grant. Sergeant Bratschi said any day.

6. 13th Circuit Court Community Corrections Contract Agreement

Sherise Shively, Community Corrections Manager for the 13th District Court, said the contract agreement was the same document that had been used for at least 10 years. Mr. Rossiter noted a name change that should be made under "County Project Manager;" Ms. Shively said she would make the change and email a new version to the County.

Motion by Christian Marcus, seconded by Dave Howelman, to recommend that the Administration Committee review the agreement upon legal review.

Motion carried – unanimous.

7. Various Matters

Mr. Rossiter said that though a review of the County ordinances is not a priority for him at this time, he is aware that the Committee would like such a review carried out.

Mr. Marcus said he'd been appointed to a National Association of Counties (NACo) sub-committee regarding public safety and would like to attend some of the meetings. Mike Crawford, Chairman of the Board of Commissioners, said Mr. Marcus should present an expense request to the Board. Mr. Marcus added that he'd like some guidance regarding what issues the Board would like him to pursue at the NACo level.

There was a discussion regarding how the upcoming change in the committee structure might change what information the committee members will want to have in their packets. More precise action items and having proposed motions were discussed.

Mr. Crawford asked Dave Howelman to contact the Health Department regarding an Antrim County well issue.

The meeting was adjourned at 10:30 a.m.