

Public Works Committee

Larry Bargy

Joseph Allen, Chairman

Eugene Dawson

Minutes

February 3, 2010

Members present: Larry Bargy and Gene Dawson
Members absent: Joe Allen
Others present: Pete Garwood and Jack White

1. Meeting was called to order at 10:10 a.m.

2. Public Comment

None.

3. Drain Commissioner Update

Mark Stone, Drain Commissioner, updated the Committee on the Elk Rapids Hydro Facility's Federal Energy Regulatory Commission (FERC) relicensing process. Mr. Stone also indicated he is behind on the Emergency Action Plan (EAP) for the Intermediate River Dam, but will have it submitted to the Department of Natural Resources and Environment soon.

4. Building Department Update

Bob Massey, Building Official, joined the meeting and distributed a written report for the Building Department.

The Committee discussed the request from the Board of Commissioners to consider changing the date for allowing an individual to locate a mobile home in the County from June 1, 1975 to a more current year. As the Star Township Supervisor is the originator of the request, the Committee requested that Mr. Garwood invite him to the next Public Works Committee meeting.

Mr. Massey discussed the rules for two-story modular homes when the second floor is unfinished (an explanation is included in his written report, which is attached).

Motion by Larry Bargy, supported by Gene Dawson, to support Mr. Massey's decision to allow a home owner to finish the upstairs of a modular/manufactured home under the initial permit as long as the owner is not affecting any load bearing walls or cutting into the structure. Motion Carried – Unanimous.

5. Soil Erosion Control Program

Christy Roman, Conservation District Director, requested renewal of the contract between Antrim County and the Antrim Conservation District (ACD) for the administration and enforcement of the Stormwater, Soil Erosion and Sedimentation Control (SSESC) Ordinance.

Motion by Larry Bargy, supported by Gene Dawson, to recommend the Board of Commissioners approve the renewal of the SSESC Contract with the Conservation District for a five (5) year period changing Article 5, the "Contract Sum" language to read, "...for the Contract sum of up to \$73,000 for 2010 contingent on review of the needs at budget time, annually." Motion Carried – Unanimous.

Ms. Roman informed the Committee that Lindsey Banwell is getting certified for Soil Erosion Control Inspections as a back-up for Heidi Shaffer. Ms. Roman informed the Committee that due to Federal grant funding availability for the Great Lakes, she has recently submitted two grant requests and has three more to submit.

6. Private Inspection Firms

Mr. Garwood indicated that he has received the names and contact information for some private inspection firms from Mr. Massey. The Committee directed Mr. Garwood to hold onto the information in case we need to consider the private inspection firm option during the budget process.

The meeting was adjourned at 11:15 a.m.

Public Works Committee

Larry Bargy

Joseph Allen, Chairman

Eugene Dawson

Minutes March 3, 2010

Members present: Larry Bargy, Joe Allen and Gene Dawson
Members absent: None
Others present: Pete Garwood and Jack White

1. Meeting was called to order at 10:00 a.m.

2. Public Comment

None.

3. Drain Commissioner Update

Mark Stone, Drain Commissioner, joined the meeting.

Mr. Stone informed the Committee that the inspection report for the Bellaire Dam is completed. There will be some minor repair work needed in the near future.

Mr. Stone discussed the Elk Rapids Hydro Facility and informed the Committee that we have received a response from the Federal Energy Regulatory Commission (FERC) to our Pre-Application Document (PAD). Mr. Stone informed the Committee that FERC has changed the interpretation of the project boundary in a way that is unfavorable to the project. It was the consensus of the Committee that we continue with the relicensing process.

Mr. Stone provided the Committee with an update on the expenses for the relicensing project.

4. Building Department Update

Bob Massey, Building Official, joined the meeting and gave a verbal and written report for the Building Department (attached).

Mr. Massey requested direction on whether to continue relying on the Department of Public Works (DPW) in each of the villages to do the inspections for sewer and water hook-ups within their village boundaries. The village DPW staff is supposed to provide a report to the Building Department indicating compliance. Mr. Massey has not received many reports. Meanwhile, the State has sent out a communication to all counties reminding them to make sure these inspections are getting done. He questioned whether we should continue working through the villages or just have the County plumbing inspector conduct the inspections.

The Committee directed Mr. Massey to send a communication to the villages reminding them that to remain in compliance, they must conduct the inspections and send the inspection reports to the County.

5. Mobile Home Policy

Richard Steele, Star Township Supervisor, joined the meeting. Mr. Steele informed the Committee of the problem in Star Township with individuals putting in substandard mobile homes in the Township. He requested the County and Building Department consider additional requirements for regulatory control of mobile homes. The discussion that followed included an explanation of the history of the current law, a suggestion to Mr. Steele that the Township pursue zoning if they want to address the problem, and a suggestion to Bob Massey to see if any of the other Building Departments in the State are addressing a similar problem.

Chairman Allen indicated to Mr. Steele that for the next Public Work Committee meeting they will review the current policy and discuss how it might be amended.

6. Household Hazardous Waste (HHW)

Joe Meyers, Associate Planner, joined the meeting. Mr. Meyers requested the Committee recommend approval by the full Board of Commissioners for the HHW fees suggested by the Solid Waste and Recycling Council for the current year.

Motion by Gene Dawson, supported by Larry Bargy, to recommend the Board of Commissioners approve the request of the Solid Waste and Recycling Council that for the 2010 HHW Program, disposal of the first 30 pounds of material would be free and any additional hazardous waste can be disposed of for 50 cents for each additional pound. Motion Carried – Unanimous.

Mr. Meyers also distributed the most recent quarterly report for the County-wide Recycling Program.

The meeting was adjourned at 11:20 a.m.

Public Works Committee

Larry Bargy

Joseph Allen, Chairman

Eugene Dawson

Minutes April 7, 2010

Members present: Larry Bargy, Gene Dawson and Mike Crawford

Members absent:

Others present: Pete Garwood and Jack White, Mike Crawford

1. Meeting was called to order at 10:15 a.m.

2. Public Comment

None.

3. Grand Traverse Sewer Presentation

Ross Childs and Wayne Kladder from Grand Traverse County Department of Public Works joined the meeting. Mr. Childs gave a Power Point presentation on the Grand Traverse Sewer System (attached).

4. Building Department Update

Bob Massey, Building Official gave a verbal, and distributed a written, report (attached) on the activities of the Building Department.

The Committee agreed to change the Public Works Committee meeting from 10:00 a.m. to 10:30 a.m. starting with the meeting next month.

The meeting was adjourned at 11:45 a.m.

Public Works Committee

Larry Bargy

Joseph Allen, Chairman

Eugene Dawson

Minutes May 5, 2010

Members present: Gene Dawson and Mike Hayes

Members absent:

Others present: Pete Garwood and Jack White

1. Meeting was called to order at 10:30 a.m.

2. Public Comment

None.

3. Drain Commissioner Update

Mark Stone, Drain Commissioner gave a verbal report regarding the Elk Rapids Hydro Dam Facility relicensing project including the public hearing, hydro tour, and stakeholders meeting.

Mr. Stone indicated he has received a final draft from Attorney Jack Seaman of the redrafted Agreement between Antrim County and Elk Rapids Hydroelectric Power, LLC (the Stockhausens) for operation of the Hydro Facility.

Mr. Stone indicated that he is currently using a portion of his office space in his private business for the Hydro Facility relicensing process. He indicated that his landlord informed him that there is additional office space available. He requested the Committee consider recommending to the Board of Commissioners that the County pick up \$150 per month of the cost for renting the new space. He stated that he will move all of the Hydro Facility relicensing materials into the new office and label the door so that people know it is a part of the Drain Commissioner Office related to the relicensing effort. He envisions the need for the space discontinuing after the relicensing effort is complete.

Motion by Gene Dawson, supported by Mike Hayes, to recommend the Board of Commissioners approve payment of \$150 a month toward office space in Elk Rapids designated for the Drain Commissioner – Hydro Facility Relicensing, pending legal counsel review. This decision should be reviewed in one year. Motion Carried – Unanimous.

Mr. Stone indicated that because this will specifically be used for the Hydro Facility relicensing, it would be eligible to be paid out of the Hydro Facility Fund.

Mr. Stone inquired if the Committee would be in favor of allowing the Elk Rapids Historical Society to be the repository for some of the historical information related to the Hydro Facility. Mr. Stone will discuss the issue with Laura Sexton, County Clerk as the Clerk is the keeper of County records.

4. Building Department Update

Bob Massey, Building Official, gave a written (attached) and verbal report regarding the activities of the Building Department.

5. Village of Bellaire Communication

The Committee reviewed a communication (attached) from the Village of Bellaire requesting a break in the required permit fees for electrical permits; for outdoor lighting replacement and replacement of well drivers for the three village wells. After careful consideration the Committee decided a consolidation of the permits and/or a reduction of the fees was not a good idea and decided to take no action on a recommendation to the Board of Commissioners.

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

Public Works Committee

Larry Bargy

Mike Hayes, Chairman

Eugene Dawson

Minutes July 7, 2010

Members present: Gene Dawson, Larry Bargy and Mike Hayes

Members absent:

Others present: Pete Garwood, Laurie Sexton, Danell Doucette

1. Meeting was called to order at 10:25 a.m.

2. Public Comment

None.

3. Drain Commissioner: Budget Request

Mark Stone, Drain Commissioner, presented the Drain Commissioner proposed budget for 2011.

Motion by Gene Dawson, supported by Larry Bargy, to approve the proposed 2011 Drain Commissioner Budget for submittal to the Finance Committee.

Motion carried – Unanimous.

4. Building Department: Budget Request

Bob Massey, Building Official, joined the meeting and presented the proposed budget for 2011.

Motion by Gene Dawson, supported by Larry Bargy, to approve the proposed 2011 Building Department Budget and Capital Outlay Request for submittal to the Finance Committee. Motion carried – Unanimous.

5. Antrim Conservation District Soil Erosion: Appropriation Request

Christy Roman, Director, and Heidi Shaffer, Soil Erosion Control Officer for the Antrim Conservation District, joined the meeting and presented a revised Soil Erosion and Sedimentation Control (SESC) Budget for 2011.

Motion by Gene Dawson, supported by Larry Bargy, to approve the proposed (revised) 2011 SESC Budget for submittal to the Finance Committee. Motion carried – Unanimous.

The Committee discussed various projects involving soil erosion control issues. Ms. Roman also supplied a Soil Erosion Control Report (attached).

6. Resource Recovery: Budget Request

Joe Meyers, Associate Planner, joined the meeting and presented the budget request for Resource Recovery.

Motion by Gene Dawson, supported by Larry Bargy, to approve the proposed 2011 Resource Recovery Budget for submittal to the Finance Committee. Motion carried – Unanimous.

7. Recycling Fund: Budget Request

Motion by Gene Dawson, supported by Larry Bargy, to approve the proposed 2011 Recycling Fund Budget for submittal to the Finance Committee. Motion carried – Unanimous.

8. Northern Lakes Economic Alliance: Appropriation Request

Andy Hayes, NLEA President, joined the meeting and presented an Appropriation Request.

Motion by Gene Dawson, supported by Larry Bargy, to approve the proposed 2011 Appropriation Request for the NLEA for submittal to the Finance Committee. Motion carried – Unanimous.

9. Economic Development Corporation (EDC)/Brownfield Redevelopment Authority (BRA): Budget Request

Motion by Gene Dawson, supported by Larry Bargy, to approve the proposed 2011 EDC/BRA Budget for submittal to the Finance Committee. Motion carried – Unanimous.

10. Planning Commission: Budget Request

Motion by Gene Dawson, supported by Larry Bargy, to approve the proposed 2011 Planning Commission Budget for submittal to the Finance Committee. Motion carried – Unanimous.

11. Building Department Monthly Update

Mr. Massey gave a written (attached) and verbal report covering the monthly activities for the Building Department.

The meeting was adjourned at 11:35 a.m.

Public Works Committee

Larry Bargy

Mike Hayes, Chairman

Eugene Dawson

Minutes August 4, 2010

Members present: Gene Dawson, Larry Bargy, and Mike Hayes
Members absent:
Others present: Joe Meyers, Jack White, Bob Massey, and Heidi Shaffer

1. Meeting was called to order at 10:30 a.m.

2. Public Comment

None.

3. Building Department Update

Bob Massey, Building Department Director, presented his update on the Building Department. Mr. Massey discussed the permit fees, as well as expenses for July.

Mr. Massey informed the Committee that the two inspectors that were laid off last year were officially terminated per the union contract. Mr. Massey stated that the department occasionally uses them part-time when other employees take vacation, and indicated that he would like to hire them back as Part-Time Irregular (on-call) inspectors. He indicated that the only extra cost would be for the certifications of the inspectors.

Motion by Gene Dawson, supported by Mike Hayes, to recommend that the County keep the two inspectors accredited and make them a part-time irregular, on-call employee.

Motion carried – YEA: Gene Dawson, Mike Hayes; NO: Larry Bargy

Mr. Massey updated the Committee on the dishwasher at the Alden Bar. The Construction Code Department has issued a Certificate of Occupancy and the Alden Bar did not install a dishwasher. Discussion ensued over the need for a vent as part of the code.

4. Recycling Program Update

Joe Meyers presented the recycling numbers (attached) and informed the Committee that the program is under budget.

5. Antrim Conservation District - Soil Erosion Update

Heidi Shaffer, Soil Erosion Officer, discussed the soil erosion activities in the County (attached).

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

Public Works Committee

Larry Bargy

Mike Hayes, Chairman

Eugene Dawson

Minutes September 1, 2010

Members present: Gene Dawson, Larry Bargy, and Mike Hayes
Members absent:
Others present: Pete Garwood, Jack White

1. Meeting was called to order at 10:30 a.m.

2. Public Comment

None.

3. Drain Commissioner Update

Mark Stone, Drain Commissioner joined the meeting and provided an update.

Motion by Gene Dawson, supported by Larry Bargy, to recommend the Board of Commissioners approve the amended agreement with Stockhausen for operation of the Hydro facility and authorize the Chairman to sign contingent on no major changes by the Federal Energy Regulatory Commission. Motion carried – Unanimous.

The amended agreement and the original agreement are attached.

Mr. Stone informed the Committee that the “Public Comment Period” for the relicensing of the hydro facility has ended. There were no negative comments.

4. Building Department Update

Bob Massey, Building Official joined the meeting and distributed the monthly report for the department. Mr. Massey provided additional information to assist the Committee in investigating how to cut expenses in the department.

Bob Englebrecht, Equalization Director joined the meeting and presented an accounting of the impact of new construction to the County tax base in the last number of years.

The Committee discussed the factors affecting deficit between the expenses and revenues in the Building Department. The Committee decided to continue the investigation into ways to reduce costs in the Building Department.

5. Antrim Conservation District - Soil Erosion Update

Heidi Shaffer, Soil Erosion Control (SEC) Officer joined the meeting and presented a written report of her activities in August. She also informed the Committee of a grant they used to do road/wetland crossing repair. Ms. Shaffer also updated the Committee on the phragmites control program.

The meeting was adjourned at 12:20 p.m.

Public Works Committee

Larry Bargy

Mike Hayes, Chairman

Eugene Dawson

Minutes October 6, 2010

Members present: Gene Dawson, Larry Bargy, and Mike Hayes
Members absent:
Others present: Pete Garwood, Jack White

1. Meeting was called to order at 10:30 a.m.

2. Public Comment

None.

3. Soil Erosion Control Update

Heidi Schaffer, Soil Erosion Control Officer, joined the meeting and distributed a written report (attached) and gave a verbal report of her activities.

4. Building Department Update

Bob Massey, Building Official distributed a monthly report for his department and provided some additional information regarding county comparisons of fees for various permits and services. The Committee discussed whether or not the permit rates should be increased.

Motion by Gene Dawson, supported by Larry Bargy, to recommend the Board of Commissioners increase the application fee and the inspection fee from \$37.00 to \$50.00 each. Motion carried – Unanimous.

Doing this will bring the fees in line with the State and a couple of the other surrounding counties.

Mr. Massey informed the Committee of a complaint he has received.

The meeting was adjourned at 11:30 a.m.

Public Works Committee

Larry Bargy

Mike Hayes, Chairman

Eugene Dawson

Minutes November 3, 2010

Members present: Gene Dawson and Mike Hayes
Members absent: Larry Bargy
Others present: Joe Meyers and Jack White

1. Meeting was called to order at 10:30 a.m.

2. Public Comment

None.

3. Soil Erosion Control Update

Heidi Shaffer with the Antrim Conservation District discussed the current soil erosion permits, as well as the help for County residents seeking DEQ permits. She also informed the Committee about the work done to eliminate phragmites.

Ms. Shaffer informed the Committee about the French Mattresses that were placed in the Jordan River. She also informed the committee that she was continuing to not charge for the helping residents with DEQ Permits if that is what the County desired.

4. Household Hazardous Waste Agreement

Motion by Gene Dawson, supported by Mike Hayes, to reenter into a Three (3) Year Contract with the Antrim Conservation District for our Household Hazardous Waste Program. Motion Carried – Unanimous.

5. Building Department Update

Bob Massey gave his report for the Building Department (attached). Discussion ensued over the Building Department trucks that are currently being used by other Departments.

6. Recycling Update

Joe Meyers, Associate Planner, gave an update on the Recycling Program and informed the Committee of how many pounds of recyclables were processed in the first year of the Program. Mr. Meyers also informed the Committee of the unofficial cost of the first year cost of the program (attached).

7. Elk Rapids Hydro Dam Issue

Peggy Kole informed the Committee of an issue at the Elk Rapids Hydro Dam. The Committee decided to wait to see the insurance company says before they proceed.

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

Public Works Committee

Larry Bargy

Mike Hayes, Chairman

Eugene Dawson

Minutes December 1, 2010

Members present: Gene Dawson, Larry Bargy and Mike Hayes
Members absent: None
Others present: Pete Garwood

1. Meeting was called to order at 10:30 a.m.

2. Public Comment

None.

3. Soil Erosion Control Update

Heidi Shaffer, Soil Erosion Control Officer, joined the meeting and distributed a monthly report and an article from the Detroit News regarding the Governor Elects plans for environmental agencies.

Ms. Shaffer gave a verbal update of her activities.

4. Building Department Update

Bob Massey, Building Official provided a written and verbal update for the Building Department.

5. Elk Rapids Hydro Facility Update

Peter Garwood, Coordinator/Planner, updated the Committee the letter received indicating an individual tripped on the backside of the hydro facility and hit his head. The claim has been submitted to the insurance company. Mr. Stone shared potential plans to upgrade the walkway if dollars became available.

Mark Stone, Drain Commissioner provided a verbal update for activities regarding the Elk Rapids Hydro Facility licensing.

The meeting was adjourned at 11:20 a.m.