

# **Public Works Committee**

*Jerrold Drenth*

**Ed Boettcher, Chairman**

*Eugene Dawson*

## **Minutes**

**February 1, 2012**

Members present: Gene Dawson, Ed Boettcher  
Members absent: Jerrold Drenth  
Others present: Pete Garwood

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

### **2. Public Comment**

None.

### **3. Bech Property**

Chuck Schuler and Doug Bronkema, Elk Rapids Village Councilmen, and Mark Stone, Drain Commissioner, joined the meeting. Mr. Schuler explained the issues involved with the newly acquired Bech property. He gave an update on the options the Village Council is currently considering for the property.

Mr. Stone gave an account of a past incident in which a contractor was driving sheet pilings and how it affected the buildings on the dam impoundment.

Peter Garwood, Administrator, informed the Committee that Charlie Koop is aware of the concern and is looking into what the County should do to protect the Dam and impoundment regardless of what is done with the property.

### **4. Drain Commissioner Update**

Mr. Stone and the Committee reviewed the description of essential duties for the responsibilities that are not a part of his Drain Commissioner's duties. The Committee will address the issue at their next meeting.

### **5. Building Department Update**

Bob Massey, Building Official, gave a written (attached) and verbal monthly report.

Mr. Massey reviewed the code regarding the ground snow loads for Antrim County, along with past action of the County Board of Commissioners. The State code splits the County between a 60 pound and a 70 pound snow load requirement. In order to reduce confusion the Board of Commissioners had previously taken action to make all of Antrim County subject to the 70 pound snow load requirement. Mr. Massey informed the Committee he had a discussion with the State Code Enforcement Office and was told the County could not make such a change.

**Motion by Gene Dawson, supported by Ed Boettcher, to recommend the Board of Commissioners rescind the action to subject the entire County to the 70 pound snow load requirement and revert back to the 2009 Michigan Residential Code. Motion carried – unanimous.**

## **6. Soil Erosion Control Report**

Heidi Shaffer, Soil Erosion Control (SEC) Officer and Christy Roman, Antrim Conservation District Director, joined the meeting. Ms. Shaffer gave a verbal and written (attached) report.

The Committee reviewed an updated version of the Proposed Fee for Service Opportunities the ACD could implement to reduce the reliance of the SEC program on the County.

The Committee is requesting the **Finance Committee** establish a dollar amount target for how much the SEC budget needs to be cut. The Public Works Committee would then work with Ms. Roman and Ms. Shaffer regarding which additional service fees makes sense.

The meeting was adjourned at 12:40 p.m.

# **Public Works Committee**

*Jerrold Drenth*

**Ed Boettcher, Chairman**

*Eugene Dawson*

## **Minutes**

**March 7, 2012**

Members present: Gene Dawson, Ed Boettcher, Jerroll Drenth

Members absent:

Others present: Pete Garwood

### **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. Mr. Stone updated the Committee on his discussions with the Village of Elk Rapids regarding the hydro-electric dam facility in Elk Rapids and the old Bech property now owned by the Village.

Mr. Stone informed the Committee of the research completed by legal counsel regarding the Counties standing at the hydro dam impoundment (on which the Bech property is located).

#### **Drain Commissioner Non-Statutory Duties**

The Committee reviewed the Description of Essential for the non-statutory duties of the Drain Commissioner.

**Motion by Gene Dawson, supported by Jerroll Drenth, to recommend the Board of Commissioners approve the Description of Essential Duties for the non-statutory duties of the Drain Commissioner (attached). Motion carried – unanimous.**

The Administration and County Services Committee will review how the duties are handled in the future.

### **4. Soil Erosion and Sedimentation Program Update**

Heidi Shaffer, Soil Erosion Control (SEC) Officer, joined the meeting and gave a verbal and written update (attached).

The Committee discussed which services provided by the Antrim Conservation District (ACD) through the SEC Officer could be provided on a fee for service basis (attached).

**Motion by Jerroll Drenth, supported by Gene Dawson, to recommend to the ACD Board implementation of charges for services to offset cost of the contract between the County and ACD for enforcement of the Soil Erosion and Sedimentation Control Ordinance (as highlighted on the attachment). Motion carried – unanimous.**

## **5. Building Department Update**

Bob Massey gave a verbal and written report on the activities of the Building Department.

Mr. Massey shared a Mission Statement for the Building Department, as well as a survey instrument that will be used to gauge customer satisfaction with services using the department. The Committee will review the documents for a month.

Mr. Massey presented and explained a communication from the State Bureau of Construction Codes with a request for a response to four (4) questions. The answers to the questions were also included in the handout (attached).

## **6. Remonumentation Grant**

**Motion by Gene Dawson, supported by Jerroll Drenth, to recommend the Remonumentation Grant Agreement be signed by the grant administrator pending appropriate review. Motion carried – unanimous.**

The meeting was adjourned at 12:45 p.m.

# **Public Works Committee**

*Jerrold Drenth*

*Ed Boettcher, Chairman*

*Eugene Dawson*

## **Minutes**

**April 4, 2012**

Members present: Gene Dawson, Ed Boettcher, Jerroll Drenth  
Members absent:  
Others present: Pete Garwood

### **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. The Committee and Mr. Stone discussed the process used for approval of the architect on the hydro dam project and the duties of the Drain Commissioner that are non-statutory. The Committee reviewed a quote from CWS Architects for drawings and specifications to do repairs on the Elk Rapids Hydro Dam facility.

**Motion by Jerroll Drenth, supported by Gene Dawson, to recommend the Board of Commissioners approve the quote from CWS Architect of up to \$3,500.00 at a \$105.00 per hour to draw up the plans for the tuck pointing and other repairs at the Elk Rapids Hydro Dam Facility. Motion carried – unanimous.**

Mr. Stone gave the Committee an update on the negotiations with the DNR and the Fish and Wildlife Service on the “Settlement Agreement” which is a requirement of the Federal Energy Regulatory Commission (FERC) relicensing process. Mr. Stone informed the Committee that FERC has indicated they want to discuss the issue of a soil core sample survey on the dam impoundment and basin.

Mr. Stone informed the Committee that he will need authority to hire an engineer to make sure the construction process for the proposed docks in the upper harbor in Elk Rapids do not adversely affect the dam impoundment (with extreme vibration from the pile driver, etc.).

**Motion by Gene Dawson, supported by Jerroll Drenth, to recommend the Board of Commissioners authorize the Drain Commissioner to hire an engineer (Jim Coughlin) to assist with approving construction process for the installation of the docks in the upper harbor at Elk Rapids as it effects the Elk Rapids Hydro Facility impoundment. Motion carried – unanimous.**

#### **4. Building Department Update**

Bob Massey, Building Official, joined the meeting and distributed a monthly report (attached). Mr. Massey presented a revised Mission Statement and Survey Instrument for the Building Department.

Mr. Massey presented a recommended amendment to the Rules and Procedures of the Construction Code Board of Appeals. The Committee reviewed the proposed amendments.

**Motion by Jerroll Drenth, supported by Gene Dawson, to forward the proposed amendment of the Construction Code Board of Appeals Rules and Procedures to legal counsel for review.  
Motion carried – unanimous.**

Mr. Massey informed the Committee the State of Michigan has sent a communication indicating the answers provided to the previous complaint by the Home Builders Association regarding the Building Department were appropriate and that the Department has been found to be in compliance with the Code.

#### **5. Soil Erosion Control (SEC) Update**

Heidi Schafer, SEC Officer, gave a monthly update on her activities in the past month (attached).

The meeting was adjourned at 12:00 noon.

# **Public Works Committee**

*Jerrold Drenth*

**Ed Boettcher, Chairman**

*Eugene Dawson*

## **Minutes**

**May 2, 2012**

Members present: Gene Dawson, Ed Boettcher, Jerroll Drenth  
Members absent:  
Others present: Pete Garwood

### **1. Meeting was called to order at 10:35 a.m.**

### **2. Public Comment**

None.

### **3. Drain Commissioner Update**

Mark Stone, Drain Commissioner gave the Committee a brief overview of the requirements of the Federal Energy Regulatory Commission (FERC) for what they refer to as a “Settlement Agreement”. Mr. Stone also distributed a copy of the proposed draft Settlement Agreement for the Elk Rapids Hydro Facility, the Settlement Agreement we are currently under and Civil Counsel - Charlie Koop’s comments. Mr. Stone indicated the Settlement Agreement is ready for approval except for one issue; invasive plant species. All agreed Mr. Stone should try to get a cap on what the County would be financially liable for regarding the dealing with invasive plant species.

Mr. Stone and Peter Garwood, Administrator gave an update of the Elk Rapids Hydro Dam repair project. The specifications have been completed by Ray Kendra, from CWS Architects.

**Motion by Gene Dawson, supported by Jerroll Drenth, to put the Elk Rapids Hydro Dam repair project out for bids. Motion carried – unanimous.**

### **4. Building Department Update**

Bob Massey, Building Official, gave a verbal and written (attached) report. The Committee was informed of concerns with enforcement at the 45<sup>th</sup> Parallel Furniture Company.

Charlie Koop, Legal Counsel joined the meeting.

### **5. Soil Erosion Control (SEC) Update**

Heidi Schaffer, SESC officer gave a verbal and written (attached) report for her past month’s activity.

Ms. Schaffer informed the Committee of a controversial site for which she issued a SESC permit. The site is being looked at for the potential of the existence of a wetland. Ms. Schaffer informed the Committee because the applicant met the requirements of the SECS statute she is required to issue the permit regardless of the potential existence of a wetland. However, a SESC permit does not relieve the property owner from the requirements of the Wetland Act and she made that clear to the applicant.

## **6. Departmental Vehicle Assessment**

Pete passed out the Antrim County Vehicle Questionnaire and discussion ensued over the Building Department vehicles and the Antrim Conservation District vehicles.

## **7. Recycling Program**

Joe passed out the RFP for the recycling program and asked the committee to have the counties legal counsel review it.

**Motion by Jerroll Drenth, supported by Gene Dawson, to direct legal counsel to review the recycling program RFP. Motion carried – unanimous.**

Discussion ensued over moving the Alba site from Concord Academy to Alba Public Schools.

**Motion by Gene Dawson, supported by Jerroll Drenth, to move the Alba site to Alba Public Schools effective October 1<sup>st</sup> at the start of the new contract with the condition an agreement with Alba Public Schools can be reached and signed. Motion carried – unanimous.**

The meeting was adjourned at 12:44 p.m.

# **Public Works Committee**

*Jerrold Drenth*

**Ed Boettcher, Chairman**

*Eugene Dawson*

## **Minutes**

**June 6, 2012**

Members present: Gene Dawson, Ed Boettcher, Jerroll Drenth

Members absent:

Others present: Pete Garwood

### **1. Meeting was called to order at 10:40 a.m.**

### **2. Public Comment**

None.

### **3. Building Department Update**

Bob Massey, Building Official, distributed a written monthly report. Mr. Massey indicated the department will likely be issuing a phase 1 permit for the Meadow Brook Construction project this month.

Mr. Massey informed the Committee that the inspection request for the past week has dramatically increased. With the Meadow Brook project starting, he doesn't think he will be able to keep up. He informed the Committee that he is considering asking for a special inspector on the Meadow Brook project, which would be supplied and paid for by the Architect/Engineer. Phase 1 construction - structural, fire suppression, med gas are all parts of the project that would be covered by the special inspectors.

His hope is that the special inspectors will provide enough relief, but if it doesn't he will be requesting additional help.

### **4. Soil Erosion Control (SEC) Update**

Heidi Schaffer, SEC Officer, gave a verbal and written (attached) report. Ms. Schaffer also informed the Committee that the Holt project on Intermediate Lake has been determined to be upland (not a wetland) by the Department of Environmental Quality contrary to the article in the Northern Express.

The Committee also discussed the bill passed by the House that would allow Great Lakes landowners to groom their beach fronts without a permit.

### **5. July Meeting Date**

July meeting will be on July 3 at 10:30 a.m.

### **6. Habitat for Humanity**

Bonnie Robbins from Habitat for Humanity requested the building permit fees be waved for the reroof of the Antrim County Restore building in Mancelona. The Committee had concerns about setting precedent. The Committee discussed the request and took no action.

The meeting was adjourned at 11:50 a.m.

# **Public Works Committee**

*Jerrold Drenth*

**Ed Boettcher, Chairman**

*Eugene Dawson*

## **Minutes**

**July 3, 2012**

Members present: Gene Dawson, Ed Boettcher, Jerroll Drenth

Members absent:

Others present: Pete Garwood

### **1. Meeting was called to order at 10:35 a.m.**

### **2. Public Comment**

None.

### **3. Drain Commissioner Update**

Mark Stone, Drain Commissioner, distributed a graph (attached) that illustrated lake levels in the Upper Chain of Lakes (Intermediate Lake station in Central Lake). The graph illustrates that the lake levels were extremely erratic in May and June. Mr. Stone informed the Committee there may be residents that live on the Upper Chain at the next Board of Commissioners meeting that are not satisfied with the lake levels during that time frame.

Mr. Stone informed the Committee that the Intermediate Dam will be inspected this year, and he believes it will lead to a requirement for repairs.

The repairs at the Elk Rapids Hydro Facility will be starting next week.

Mr. Stone showed the Committee the draft re-licensing application that will eventually be submitted to the FERC (Federal Energy Regulatory Commission). CD copies will be made available to the Committee members.

### **4. Building Department Update**

Bob Massey, Building Official, gave a verbal and a written (attached) report.

Due to increased inspection numbers, Mr. Massey informed the Committee he may need to bring back the mechanical inspector that was previously laid off on a part-time basis.

### **5. Construction Code Board of Appeals – Proposed Amendments**

Charlie Koop, Legal Counsel, reviewed with the Committee the draft of the amended Construction Code Board of Appeals Rules and Procedures. The Committee and staff will review it for a month and consider it at the next meeting.

### **6. Service of Civil Infractions**

The Committee reviewed the Memorandum from Charlie Koop regarding the process for serving a Civil Infraction for contractors and homeowners that do not follow the proper procedure. No action was needed as the process is statutory and can be implemented by staff.

The Committee discussed a process for establishing a fine for contractors and homeowners who choose to not get a permit. Mr. Massey will do a study to document how much time he and his staff spend dealing with homeowners and contractors that choose to not get a permit prior to starting their project.

Mr. Massey informed the Committee that the fee for filing an appeal to the Construction Code Board of Appeals was at one time reduced from \$250 to \$200 and currently does not cover the cost of holding an appeals board meeting. The Committee will revisit this issue in the future.

**7. Soil Erosion Control (SEC) Update**

Heidi Schaffer, SEC Officer was unavailable for an update.

The meeting was adjourned at 12:05 a.m.

# **Public Works Committee**

*Jerrold Drenth*

*Ed Boettcher, Chairman*

*Eugene Dawson*

## **Minutes**

**August 1, 2012**

Members present: Gene Dawson, Ed Boettcher, Jerroll Drenth

Members absent:

Others present: Pete Garwood, Deb Haydell, Laura Sexton

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

### **2. Public Comment**

None.

### **3. Drain Commissioner**

Dams & Supervisor of Dams Budget

Mark Stone, Drain Commissioner, joined the meeting and presented the Dams & Supervisor of Dams Budget and the Drain Commissioner Budget for 2013.

Bill and Carol Jean Stockhausen and their son Stocky, who own Elk Rapids Hydroelectric Power Company and run the Hydroelectric facility through a lease with the County, were introduced to the Committee.

**Motion by Gene Dawson, supported by Jerroll Drenth, to approve the Dams & Supervisor of Dams Budget as amended and the Drain Commissioner Budget for 2013 for submittal to the Finance Committee. Motion carried – unanimous.**

Hydro Dam Facility Sign

The Stockhausens provided a proposal to install a new sign on the Hydro Dam Facility which would read Elk Rapids Hydroelectric Power (picture attached). The Stockhausens would pay for the sign.

**Motion by Jerroll Drenth, supported by Gene Dawson, to recommend the Board of Commissioners accept the proposal from the Stockhausens to purchase and install the proposed sign on the Elk Rapids hydroelectric facility building. Motion carried – unanimous.**

### **4. Building Department**

Bob Massey, Building Official, presented his budget request for 2013.

**Motion by Gene Dawson, supported by Jerroll Drenth, to approve the 2013 Building Department budget request (fund 249) for 2013 for submittal to the Finance Committee. Motion carried – unanimous.**

### **5. Northern Lakes Economic Alliance (NLEA)**

Sheri Rhoades from the NLEA presented the 2013 appropriation request for the NLEA.

**Motion by Jerroll Drenth, supported by Gene Dawson, to approve the 2013 appropriation request for the NLEA for submittal to the Finance Committee. Motion carried – unanimous.**

## **6. Antrim Conservation District (ACD)**

Christy Roman and Heidi Schaffer joined the meeting and presented the 2013 appropriation request for the ACD for the Soil Erosion Control (SEC) program.

**Motion by Jerroll Drenth, supported by Gene Dawson, to approve the 2013 appropriation request for the ACD for submittal to the Finance Committee. Motion carried – unanimous.**

## **7. County-wide Recycling**

Joe Meyers, Associate Planner, joined the meeting and presented the Recycling budget for 2013. Mr. Meyers informed the Committee that bids from companies that are interested in providing the recycling service to the County for the next three years will be opened tomorrow.

The Committee decided to put off taking action on the recycling budget until the bids come in and are analyzed.

## **8. Economic Development Corporation (EDC)**

**Motion by Jerroll Drenth, supported by Gene Dawson, to approve the EDC budget request for 2013 for submittal to the Finance Committee. Motion carried – unanimous.**

## **9. Planning Commission**

**Motion by Jerroll Drenth, supported by Gene Dawson, to approve the Planning Commission budget request for 2013 for submittal to the Finance Committee.**

**Motion carried – unanimous.**

## **10. Resource Recovery**

The Resource Recovery budget funds the Solid Waste and Recycling Council and the household hazardous waste program.

**Motion by Gene Dawson, supported by Jerroll Drenth, to approve the Resource Recovery Fund budget request for 2013 for submittal to the Finance Committee.**

**Motion carried – unanimous.**

## **11. Energy Savings Budget**

**Motion by Gene Dawson, supported by Jerroll Drenth, to approve the Energy Savings Fund budget request for 2013 for submittal to the Finance Committee.**

**Motion carried – unanimous.**

## **12. Building Department Update**

Mr. Massey gave a verbal and written (attached) report of the activities in the Building Department for the past month.

### **13. Construction Code Board of Appeals**

Mr. Massey presented a chart of the history of appeals and the associated fee and cost of holding the appeal meeting (attached). Current charge for an appeal is \$200 while the actual cost on the average is \$450.

**Motion by Gene Dawson, supported by Jerroll Drenth, to recommend the Board of Commissioners approve increasing the fee for an appeal to the Construction Board of Appeals to \$400. Motion carried – unanimous.**

Construction Code Board of Appeals Rules and Procedures

**Motion by Gene Dawson, supported by Jerroll Drenth, to recommend the Board of Commissioners approve the proposed amended Construction Code Board of Appeals Rules and Procedures. Motion carried – unanimous.**

### **14. Meadow Brook Medical Care Facility (MCF) Stream Issue**

The Committee discussed with Ms. Schaffer the recent Department of Environmental Quality (DEQ) permit denial at the MCF.

### **15. Soil Erosion Control (SEC)**

Ms. Schaffer, SEC Officer gave an update for the last two months.

The meeting was adjourned at 12:30 p.m.

# **Public Works Committee**

*Jerroll Drenth*

**Ed Boettcher, Chairman**

*Eugene Dawson*

## **Minutes**

**September 5, 2012**

Members present: Gene Dawson, Ed Boettcher  
Members absent: Jerroll Drenth  
Others present: Pete Garwood

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

### **2. Public Comment**

None.

### **3. Drain Commissioner Update**

Elk Rapids Hydro Facility Restoration

Mark Stone, Drain Commissioner and Operator of Dams, gave an update on the construction project at the Elk Rapids Hydro Facility Restoration project.

Federal Energy Regulatory Commission (FERC) Relicensing

Mr. Stone gave an update on the relicensing process for the Hydro project.

Mr. Stone presented an invoice for the layout and formatting of the draft FERC licensing application. The County has agreed to pay 20% of the licensing costs and the entire invoice is for \$2,100.

**Motion by Gene Dawson, supported by Ed Boettcher, to recommend the Board of Commissioners approve an invoice for \$420 for 20% of the recent FERC licensing related costs. Motion carried – unanimous.**

Change Order - Elk Rapids Hydro Facility Repair & Restoration Project

Mr. Stone presented a change order communication to the Committee.

**Motion by Gene Dawson, supported by Ed Boettcher, to recommend the Board of Commissioners approve the change order to add repair of the spalling and cracking of the walls adjacent to the intake bays on the upstream side of the dam at a cost not to exceed \$3,000. Motion carried – unanimous.**

Mr. Stone informed the Committee of changes to the railing at no cost.

**Motion by Gene Dawson, supported by Ed Boettcher, to approve the change to the railing at the Elk Rapids Hydro Facility at no additional cost to the project.**

**Motion carried – unanimous.**

Mr. Stone will provide a picture of the change for the file.

#### **4. Building Department Update**

Bob Massey, Building Official, provided a verbal and written (attached) report on the activity for the past month in the Building Department.

Mr. Massey presented a quote for getting the Building Department on the BS&A software system (attached). Mr. Massey indicated that some of the cost could come from the additional funding for projects he will have in the Construction Code fund at year end.

**Motion by Gene Dawson, supported by Ed Boettcher, to recommend the Finance Committee find the funding and the Board of Commissioners approve accepting the BS&A proposal to convert the Building Department to the BS&A software package for the past, current, and future records. Motion carried – unanimous.**

#### **5. Soil Erosion Control (SEC) Update**

Heidi Schaffer, SEC Officer, gave a verbal and written (attached) monthly report on her activities for the past month.

Fines for SEC Violations

Ms. Schaffer requested direction regarding the process she should use for issuing fines. She indicated she is feeling some pressure by various groups to have a more robust fine process. The Committee directed Ms. Schaffer to work with civil counsel to develop a fine structure and bring it back to the Committee for consideration.

The Committee discussed a recent concern on an Elk Lake property in which the property owner cleared and stumped a substantial portion of his property in preparation to build and then decided not to build. The Committee appeared to be satisfied that Ms. Schaffer handled the situation appropriately.

#### **6. Airport Hangar Permit**

John Strehl, Airport Manager, informed the Committee that when the individual for whom the Board of Commissioners approved a lease at the airport went to get a permit to build his new hangar, he found out the Building Code has changed for the spacing of hangars. The new code refers to the National Fire Protection Association (NFPA) standards, which requires a hangar structure to be a minimum of 30 feet from the lot line. However, since the County is leasing the property to the individual and not selling it there are no lot lines. Therefore, Mr. Massey believes he can rely on the code requirements for when two buildings are constructed on the same parcel of property under single ownership. The two buildings must be 20 feet apart, but can be closer if fire rated walls are installed.

**Motion by Gene Dawson, supported by Ed Boettcher, to recommend the Board of Commissioners support the Building Officials decision to interpret the code for hangars at the airport using the same standards as he would for two adjacent structures on one parcel of property under single ownership (with legal review and concurrence).**

**Motion carried – unanimous.**

#### **7. Bellaire Dam - Site Visit**

The Committee moved the meeting to the Richardi Park – Bellaire Dam at 11:55 a.m.

Mr. Stone, as the supervisor of dams gave the Committee a tour of the Bellaire Dam. Mr. Stone informed the Committee that maintenance on the dam will likely have to be done in the near future.

The meeting was adjourned at 12:30 p.m.

# **Public Works Committee**

*Jerrold Drenth*

**Ed Boettcher, Chairman**

*Eugene Dawson*

## **Minutes**

**October 3, 2012**

Members present: Gene Dawson, Ed Boettcher, Jerroll Drenth  
Members absent: None.  
Others present: Pete Garwood

### **1. Meeting was called to order at 10:35 a.m.**

### **2. Public Comment**

None.

### **3. Drain Commissioner/Supervisor of Dams Update**

Mark Stone, Drain Commissioner/Supervisor of Dams, informed the Committee the County received the Coastal Zone Certificate of Compliance (copy attached) required for relicensing of the hydro facility.

The repair work on the Hydro Electric Power House has been completed. Mr. Stone and Bill Stockhausen will conduct a final inspection before authorizing payment.

Mr. Stone informed the Committee that the Bellaire Dam is due for an inspection. The engineer we use for the inspection is out of the Country. Mr. Stone requested the Committee request an extension of the deadline for submitting the report (due January 2013).

**Motion by Gene Dawson, supported by Jerroll Drenth, to request an extension for submittal of the Bellaire Dam Safety Report to the Dam Safety Division of the Department of Environmental Quality (DEQ). Motion carried – unanimous.**

Mr. Stone will submit the extension request.

### **4. Building Department Update**

Although Bob Massey, Building Official was unable to be present at the meeting, the written report was reviewed by the Committee (attached).

### **5. Soil Erosion Control (SEC) Update**

Heidi Schaffer, SEC Officer gave a verbal and a written (attached) report of the soil erosion program for the past month.

Discussion took place regarding an invasive plant species called Eurasian Milfoil on the upper Chain of Lakes. The ACD is exploring the possibility of applying for a grant to conduct an initial study and treatment of the Milfoil. The Committee discussed ways of maintaining an eradication program.

Ms. Schaffer informed the Committee of concerns members of a lake association have regarding how violations of the Soil Erosion and Sedimentation Act are handled. One idea put forth is that a program be developed that would allow the basic permit information to be accessible on the County website. The Elk River Chain of Lakes (ERCOL) group has offered \$500 to help pay for such a program.

**Motion by Jerroll Drenth, supported by Gene Dawson, to recommend the Board of Commissioners approve the development of a program that will list basic SEC permit information on the County website to be paid for by the ERCOL group.**

**Motion carried – unanimous.**

Fines

The Committee discussed with Ms. Schaffer a reasonable amount to charge for a violation involving starting a job prior to obtaining an SEC permit. Ms. Schaffer outlined for the Committee the cost involved in dealing with such a violation.

**Motion by Jerroll Drenth, supported by Ed Boettcher, to recommend the Board of Commissioners approve a \$75.00 fine for starting a project without an SEC permit.**

**Motion carried – unanimous.**

#### **6. Environmental Protection Agency (EPA) Grant**

Peter Garwood, Administrator, informed the Committee that the Northern Lakes Economic Alliance (NLEA) is proposing to submit a brownfield assessment grant application to the EPA on behalf of the four member counties of the NLEA. A resolution is attached which, if approved by the Board of Commissioners, would express the County's intention to participate. The Brownfield Authority will also have to approve a resolution. They are meeting on October 16, 2012.

**Motion by Gene Dawson, supported by Jerroll Drenth, to recommend the Board of Commissioners approve the attached resolution which, if approved by the Board of Commissioners, would express the County's intention to join with the other four counties served by the NLEA to submit a Brownfield Assessment Grant Application to the EPA.**

**Motion carried – unanimous.**

The meeting was adjourned at 12:00 p.m.

# **Public Works Committee**

*Jerroll Drenth*

**Ed Boettcher, Chairman**

*Eugene Dawson*

## **Minutes**

**November 7, 2012**

Members present: Gene Dawson, Ed Boettcher, Jerroll Drenth

Members absent: None.

Others present: Pete Garwood, Laura Stanek

### **1. Meeting was called to order at 10:35 a.m.**

### **2. Public Comment**

None.

### **3. Drain Commissioner/Operator of Dams Update**

Mark Stone, Operator of Dams, informed the Committee the FERC relicensing application has passed the 90 day review period and will be ready for approval of the Board of Commissioners at the next month's meeting.

Mr. Stone gave an update on the lake levels and the dam operations.

Mr. Stone indicated that changes in the Elk Rapids Hydro Facility repair/construction project put the project in the category of needing a construction permit.

**Motion by Gene Dawson, supported by Jerroll Drenth, to recommend the Board of Commissioners approve an after the fact building permit for the Elk Rapids Hydro Facility construction/repair work at a cost of \$100. Motion carried – unanimous.**

### **4. Building Department Update**

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

Mr. Massey informed the Committee that the BS&A software is going to cost an additional \$3,100 and \$1,000 per year as a service contract fee, because the field inspection module was inadvertently left out of the original quote. The Finance Committee will be making a recommendation on this issue at the Board of Commissioners meeting.

Contract Inspectors

Mr. Massey informed the Committee we no longer have inspectors on an on call basis. Mr. Massey and Mr. Garwood talked and resurrected the agreement for utilizing inspectors through a contract. Mr. Massey has been in contact with a Mr. Kevin Flory who is interested in contracting with the County on an on call basis for \$50 an inspection. Legal counsel is currently reviewing the contract.

**Motion by Jerroll Drenth, supported by Gene Dawson, to recommend the Board of Commissioners approve the contract with Kevin Flory to conduct building inspections when the Construction Code Department needs back up, subject to approval by legal counsel. Motion carried – unanimous.**

Mr. Massey informed the Committee the State of Michigan is trying to amend the Inspector Registration Act, Public Act 53. Currently, an individual can be hired and the State will grant a provisional license to do inspections until he or she can become fully certified. The proposed amendment would require an individual hired to be a certified inspector prior to being hired, or a municipality would have to hire them, put them on the payroll, but they would not be able to conduct any inspections until fully certified. Mr. Garwood will contact MAC to seek assistance with this issue.

#### **5. Soil Erosion Control (SEC) Update**

Heidi Schaffer, Soil Erosion Officer joined the meeting and gave a verbal and written (attached) report.

There was nothing to report on the soil erosion permit website that is being developed at this time.

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

# **Public Works Committee**

*Jerrold Drenth*

**Ed Boettcher, Chairman**

*Eugene Dawson*

## **Minutes**

**December 5, 2012**

Members present: Gene Dawson, Ed Boettcher, Jerroll Drenth  
Members absent: None.  
Others present: Pete Garwood, Laura Stanek

### **1. Meeting was called to order at 10:35 a.m.**

### **2. Public Comment**

None.

### **3. Soil Erosion Control Program Update**

Heidi Schaffer, Soil Erosion Control Officer, gave a verbal and written (attached) update.

Ms. Schaffer invited the Committee to the Antrim Conservation District Annual Meeting, in February 21, 2013, 6:00-9:00 p.m. at the Blue Pelican.

### **4. Building Department Update**

Bob Massey, Building Official, gave a verbal and written (attached) update for the past month.

Mr. Massey provided an accounting of the meeting attendance by the members of the Construction Code Board of Appeals for the past year.

Mr. Massey is working to get the BS&A training, for his employees on the construction code package, scheduled for January and/or February.

### **5. Drain Commissioner/Operator of Dams Update**

Mark Stone, Drain Commissioner and Operator of Dams, joined the meeting.

Mr. Stone indicated he had received an after the fact permit for the improvements at the Elk Rapids Dam from the Building Department.

Mr. Stone presented an agreement between the United States Geological Survey (USGS), the Department of Environmental Quality (DEQ) and Antrim County for a lake level gauge at an annual cost of \$5,500 (attached).

**Motion by Jerroll Drenth, supported by Gene Dawson, to recommend the Board of Commissioners approve a one year agreement (October 1, 2012 to September 30, 2012) between the USGS, DEQ and Antrim County for a lake level gauge on the Upper Chain of Lakes (in Central Lake) at an annual cost of \$5,500. Motion carried – unanimous.**

## **6. Elk Rapids Hydro Facility Relicensing**

Mr. Stone gave an update on the FERC relicensing progress.

## **7. Remonumentation Grant Application**

Mr. Garwood informed the Committee that this is approximately the 20<sup>th</sup> year of the program. In 2013 the County will receive \$35,632 and will be able to install 28 property section corners.

**Motion by Jerroll Drenth, supported by Gene Dawson, to recommend the Board of Commissioners approve the 2013 grant application for the Remonumentation Program (\$35,632). Motion carried – unanimous.**

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