

Public Works Committee

Jerrold Drenth

Christian Marcus, Chairman

Eugene Dawson

Minutes

February 5, 2014

Members present: Christian Marcus, Gene Dawson
Members absent: Jerrold Drenth
Others present: Pete Garwood, Janet Koch and Mike Crawford

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

2. Public Comment

None.

3. Building Department Update

Bob Massey, Building Official, gave a written (see attached pg. 1) and verbal monthly report for the Building Department for the past month. Mr. Massey distributed a copy of the new code that allows a larger roadside stand building for the sale of agricultural products without obtaining a building permit. (See attached pgs. 2, 3)

4. Soil Erosion Control Update

Heidi Shaffer, Soil Erosion Control Officer and Kristy Mortham, Antrim Conservation District Director, joined the meeting. Ms. Shaffer gave a written (see attached pg. 4) and verbal update on the Soil Erosion Program.

Ms. Shaffer also gave an update of her efforts to address all issues caused as a result of her lapse in certification for Soil Erosion and Sedimentation Control enforcement. Ms. Mortham informed the Committee they had met with Jim Rossiter, Legal Counsel, and as a result they followed his suggestions for how to handle the past permits that had been issued during the lapse in certification. She also informed the Committee the Conservation District Board approved a motion stating that the County will not be responsible for any of the additional cost caused by Ms. Shaffer's lapse in certification.

5. Operator of Dams

Mark Stone, Operator of Dams, gave an update on the dams and the lake levels.

The Federal Energy Regulatory Commission (FERC) has officially accepted the County's application for relicensing of the hydro-electric facility in Elk Rapids. They have yet to issue the new license.

Mr. Stone informed the Committee it is his opinion that it is very possible we will have new lake level highs this spring. He proposed the County request the Circuit Court to allow a variance to the Lake Level Court Order which would allow him the discretionary authority, on an emergency basis, to keep the gates open on the dam even if it reaches the winter Court Ordered level.

The Committee directed the Operator of Dams, County Administrator and Legal Counsel to contact the Circuit Court Judge regarding gaining permission to have discretion to lower the lake levels at the Bellaire Dam lower than the Circuit Court Order for the winter lake levels when extremely high lake levels are anticipated the following spring.

6. Various Matters

Mike Crawford, Chairman of the Board of Commissioners, inquired about whether anyone has checked the large woody debris project lately. The answer was no, but Mr. Stone inquired as to whether the County would be willing to put in additional funding to expand the project in the future. He indicated there remains \$2,000 of donations for the project and with a small addition from the County (could be from the hydro facility funds) the project could be expanded up river. The Committee will discuss this issue at a future meeting.

The meeting was adjourned at 10:25 a.m.

Public Works Committee

Jerrold Drenth

Christian Marcus, Chairman

Eugene Dawson

Minutes

April 2, 2014

Members present: Christian Marcus, Gene Dawson and Jerrold Drenth

Members absent:

Others present: Pete Garwood

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

2. Public Comment

None.

3. Building Department Update

Bob Massey, Building Official, joined the meeting and gave a verbal and written report (see **attached pg. 1**). Chairman Marcus requested Mr. Massey provide a trial balance for the Committee at their regular meetings.

4. Soil Erosion Control Update

Heidi Shaffer, Soil Erosion Control Officer, gave a verbal and written report (see **attached pg. 2**). Ms. Shaffer informed the Committee the Antrim Conservation District will be holding a Contractor Workshop on April 17th at the Pelican Room at 5:00 p.m. regarding soil erosion and storm water management.

5. Operator of Dams

Mark Stone, Operator of Dams was unable to attend the meeting. There is no report on the dams at this time.

6. Remonumentation Program Agreement

Jim Rossiter, Civil Counsel, briefly joined the meeting and indicated the legal review of the Remonumentation Grant Agreement will be complete by the next Public Works Committee meeting.

The meeting was adjourned at 10:00 a.m.

Public Works Committee

Jerrold Drenth

Christian Marcus, Chairman

Eugene Dawson

Minutes

May 7, 2014

Members present: Gene Dawson and Jerrold Drenth
Members absent: Christian Marcus
Others present: Pete Garwood, Jim Rossiter, Mark Stone

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

2. Public Comment

Dave Bell spoke about his concerns regarding the lack of control over the water levels on Intermediate Lake and shared his thoughts about what measures should be taken.

3. Building Department Update

Bob Massey, Building Official, gave a verbal and written (**see attached pgs. 1-9**) report for the past month for the Building Department. Mr. Massey asked about the process for getting more inspectors back in the department as construction increases in the County.

4. Soil Erosion Control (SEC) Update

Heidi Schaffer, SEC Officer, provided a verbal and written (**see attached pg. 10**) report on her activities in the past month.

The Committee reviewed a comparison of permit fees (**see attached pg. 11**) for Antrim County and four surrounding counties. The Committee requested that Ms. Schaffer review the County ordinance regarding reclamation of gravel pits and also review the permit fee survey and determine if any of the other counties are taking any measures that Antrim County could adopt. The issue will be discussed again at next month's meeting.

The Committee discussed the milfoil problem at Six Mile Lake.

5. Operator of Dams

Mark Stone, Operator of Dams, distributed a graph (**see attached pg. 12**) which illustrates the Intermediate Lake levels since the beginning of February through May 3, 2014 along with a communication from Dave Bell resident on Intermediate Lake (**see attached pg. 13**).

The Committee and staff discussed the lake levels in the upper chain with Dave Bell and three other gentlemen. Mr. Stone invited the four men, who all have homes on Intermediate Lake, to get a group together and meet for coffee and discussion on ideas to address their concerns.

6. Elk Rapids Hydroelectric Facility

Mr. Stone distributed a spreadsheet that illustrated the income from the Elk Rapids Hydroelectric Facility for all of 2013 compared to the first quarter (**see attached pg.14**).

Mr. Stone informed the Committee he will be giving a talk about the Chain of Lakes and the dams on June 17, 5 p.m. -7 p.m. at Thurston Park. The program is sponsored by Grass River Natural Area.

7. Remonumentation Grant

Jim Rossiter, Civil Counsel, informed the Committee he has completed his review of the Remonumentation Grant Agreement and it is ready for approval.

Motion by Jerroll Drenth, seconded by Gene Dawson, to recommend the Board of Commissioner's approve the 2014 Remonumentation Grant Agreement for signature by the Grant Administrator, Peter Garwood. Motion carried – unanimous.

8. Sheriff Department Positions

Peter Garwood, County Administrator, informed the Committee he had been contacted by Sheriff Dan Bean. Sheriff Bean would like permission to hire a replacement for a Deputy who recently left the department and the authority to fill the recently created Dispatch-Team Leader position in the 911 Center. Through some confusion, Sheriff Bean missed getting the issue on the Administration and County Services agenda. The Committee requested that Mr. Garwood bring up the request for the Dispatcher replacement during the County Administrator - Various Matters agenda item at the Board of Commissioners meeting. The Committee indicated that the request to fill the Dispatch-Team Leader position should go to the Administration and County Services Committee at their next meeting.

9. Capital Improvements Plan (CIP)

Janet Koch, Associate Planner, joined the meeting. Ms. Koch indicated that the CIP Committee requested that each of the oversight Committees review the progress on the CIP Plan and make comments and suggestions. The Committee discussed the plan as it relates to the departments they oversee.

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

Public Works Committee

Jerroll Drenth

Christian Marcus, Chairman

Eugene Dawson

Minutes, July 2, 2014

Members present: Jerroll Drenth, Christian Marcus, Gene Dawson
Others: Pete Garwood

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

2. Public Comment

None.

3. Building Department Update

Bob Massey, Building Official, distributed financial information year to date (**see attached pgs. 1-7**).

Mr. Massey requested he be able to bring Mark Haynes, mechanical inspector back on as a full-time employee due to the increase in inspections. Mr. Haynes would do both mechanical inspections and would assist Mel Grandy with plan review. Mr. Haynes was laid off in January 2009. However, Mr. Haynes was available to help out in emergencies up to a couple of years ago.

Mr. Massey contacted two inspection companies for quotes; AGS and Save Built. AGS indicated they would not be able to give the County a proposal at this time, nor did they offer what they would charge if they were available. Save Built did not get back to Mr. Massey with a proposal. Mr. Massey is aware that Save Built recently took on a different municipality.

Motion by Jerroll Drenth, seconded by Gene Dawson, to recommend the Board of Commissioner's approve bringing back (rehiring) Mark Haynes as the mechanical inspector/plan reviewer. Motion carried – unanimous.

The Committee discussed with Mr. Massey a complaint on a home on S.E. Torch Lake Drive. The Complaint was that construction or remodel work was taking place but no permits had been secured. Mr. Massey contacted the owners and they now have proper permits and licensed contractors. He also alerted the Health Department.

Mr. Massey informed the Committee that, at a recent workshop put on by the Planning Department on the Flood Insurance Program, a Department of Environmental Quality (DEQ) representative indicated the Michigan Residential Building Code includes a requirement that the lowest floor of a structure located on a lake must be one (1) foot above the flood zone. Mr. Massey reviewed the code and found the DEQ representatives comment to be true. Measurements will be taken to enforce the provision in the future.

4. Soil Erosion Control

Heidi Shaffer, Soil Erosion Control Officer, gave a monthly report for the Soil Erosion Program (**see attached pgs. 8-9**). Ms. Shaffer informed the Committee that due to her work load, the Conservation District is looking into getting an intern to assist in the office.

Chairman Christian Marcus requested that Ms. Shaffer add to her reports the financial information (revenues for the month and year).

The meeting was adjourned at 10:20 a.m.

Public Works Committee

Jerroll Drenth

Christian Marcus, Chairman

Eugene Dawson

Minutes August 6, 2014

Members present: Gene Dawson, Jerroll Drenth, Christian Marcus

Others: Mike Crawford, Pete Garwood

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

2. Public Comment

None.

3. Building Department Update

Bob Massey, Building Official, joined the meeting and presented a monthly report for the Building Department (see attached pgs. 1-3).

Mr. Massey informed the Committee that Mel Grandy, Building Inspector/Plan Reviewer announced his retirement. Mr. Massey indicated that Mike McPherson who was previously laid off is willing to come back to work for Antrim County.

It was the consensus of the Committee to support approval of calling Mr. McPherson back from lay-off.

Lake Flood Plain Elevations

Mr. Massey included in his report the 100 year flood plain elevations for the Chain of Lakes and four other lakes in Antrim County. Mark Stone, Operator of Dams, also presented the same data with additional information (see attached pgs. 4-7). The data was sent to the County by the Department of Environmental Quality.

Mr. Massey will be using the new data during Building Code enforcement around the lakes where the elevation of the property appears to be within the flood plain elevations. All agreed it will be important that the Soil Erosion Control (SEC) Officer and the township Zoning Administrators are informed of the flood plain elevations and the enforcement by the Building Department.

Mr. Stone recommended a working group of the Building Official, the County Surveyor, the SEC Officer, the Operator of Dams, the Administrator and Associate Planner to meet and discuss procedures for the enforcement of the code, and how to get the word out to the public. Chair Christian Marcus recommended the work group consider efforts to reduce financial burden on the home owner to the extent possible.

4. Soil Erosion Control Update

Kristy Mortham, Antrim Conservation District (ACD) Director, gave the SEC report on behalf of Heidi Schaffer (see attached pgs. 8-9).

Mr. Marcus posed the idea of Antrim County and Kalkaska County getting together to sponsor a clean-up effort after Independence Day (July 4) at the sandbar on Torch Lake. Ms. Mortham indicated the ACD and the Kalkaska County Conservation District could possibly be the conduit for a two county cooperative effort.

5. Operator of Dams

Mr. Stone indicated the County will likely make approximately \$35,000 this year from revenues at the Elk Rapids Hydro Electric Facility. Mr. Stone informed the Committee that the Stockhausen's are having a difficult time with Consumers Energy regarding contract renewal for "Green Energy". Apparently, Consumers Energy is not willing to sit down and negotiate.

Bellaire Dam

Mr. Stone informed the Committee that he had to have work done on one of the gates at the Bellaire Dam. Mr. Stone will run the repair through the emergency repair procedure once he gets a handle on what is causing the problem.

Meeting adjourned at 10:20 a.m.

Public Works Committee

Jerroll Drenth

Christian Marcus, Chairman

Eugene Dawson

Minutes, September 3, 2014

Members present: Jerroll Drenth, Gene Dawson, Christian Marcus

Others: Pete Garwood, Mike Crawford, Deb Haydell

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

2. Public Comment

None.

3. Northern Lakes Economic Alliance (NLEA)

Andy Hayes, President of the NLEA joined the meeting and presented the appropriation request for the NLEA. Mr. Hayes also gave a brief overview of how the NLEA partnerships and funding works.

Motion by Gene Dawson, supported by Jerroll Drenth, to approve the 2015 appropriation request for the NLEA of \$53,151.00 for submittal to the Finance Committee.

Motion carried – unanimous.

4. Construction Code

Bob Massey, Building Official, presented the 2015 budget request for the Construction Code Department.

Motion by Jerroll Drenth, supported by Gene Dawson, to approve the 2015 budget request for the Construction Code Enforcement Department, Fund #249, with the addition of a rental charge of \$22,092.00 for submittal to the Finance Committee.

Motion carried – unanimous.

Mr. Massey presented the 2015 capital outlay request for a large document scanner that would enable the department to scan construction blue prints into an electronic file thereby eliminating the need for the Building Department to keep paper copies of construction plans. The cost of the scanner is \$18,995. Mark Stone, Operator of Dams, informed Mr. Massey and the Committee that many of the commercial reproduction shops are using really good cameras, with controls for distortion, to reproduce electronic files rather than large scanners at a much more reasonable price. Mr. Massey will research the possibility and bring it to the Finance Committee.

Mr. Massey gave a verbal and written departmental report (**see attached pg. 1**).

Mr. Massey informed the Committee that Building Inspector Mel Grandy has retired. His last day was Friday, August 29, 2014 and applications are being taken for a replacement.

5. Drain Commissioner

Motion by Jerroll Drenth, supported by Gene Dawson, to approve the 2015 budget request for the Drain Commissioner from the General Fund, cost center #101000-275 for submittal to the Finance Committee. Motion carried – unanimous.

6. Operator of Dams

Motion by Gene Dawson, supported by Jerroll Drenth, to approve the 2015 budget request for the Dams and Dam Operator budget from the General Fund, cost center #101000-442 for submittal to the Finance Committee. Motion carried – unanimous.

Motion by Jerroll Drenth, supported by Gene Dawson, to approve the 2015 budget request for the Dams Reserve from Fund #142 for submittal to the Finance Committee. Motion carried – unanimous.

Motion by Jerroll Drenth, supported by Gene Dawson, to approve the 2015 budget request for the Special Assessment – Dams Fund #220 for submittal to the Finance Committee. Motion carried – unanimous.

Motion by Jerroll Drenth, supported by Gene Dawson, to approve the 2015 budget request for the Elk Rapids Hydro Utility System Fund #582 for submittal to the Finance Committee. Motion carried – unanimous.

Mr. Stone indicated he would like to work with the Stockhausen's to remove and replace the chain link fence with a fence more appropriate and attractive at the Elk Rapids Hydro Electric Dam. The Committee indicated their support. Mr. Stone will return to a future meeting with a proposal and cost estimate.

Bellaire Dam

Mr. Stone informed the Committee that after much research, and having the motor evaluated, it was determined that the problem with the gate at the Bellaire Dam is the gear box. The gear box will have to be pulled and reconditioned. Estimated cost from Cone Drive is \$3,000 - \$8,000. \$1,000 has already been spent for electrical work.

Motion by Jerroll Drenth, supported by Gene Dawson, to recommend the Board of Commissioner's authorize the Operator of Dams to do the repairs on the gear box at the Bellaire Dam to be paid for from the Dams Reserve Fund #142. Motion carried – unanimous.

Mr. Stone will contact the Administrator with an estimated cost from Cone Drive once they open up and evaluate the gear box.

7. Soil Erosion Control (SEC) Program

Kristy Mortham, Director, and Heidi Shaffer, SEC Officer of the Antrim Conservation District (ACD), presented the 2015 appropriations request for the SEC Program.

Motion by Gene Dawson, supported by Jerroll Drenth, to approve the 2015 appropriation request from the ACD to fund the SEC Program (\$57,980.00), line item #101000-966-956.402 for submittal to the Finance Committee. Motion carried – unanimous.

Ms. Shaffer gave a verbal and written departmental report (see attached pgs. 2-3).

8. County-Wide Recycling

Motion by Gene Dawson, supported by Jerroll Drenth, to approve the 2015 budget request for the County-Wide Recycling Program Fund #226 for submittal to the Finance Committee. Yes – Dawson, Drenth No – Marcus

9. Economic Development Corporation

Motion by Jerroll Drenth, supported by Gene Dawson, to approve the 2015 budget request for the Economic Development Corporation, from the General Fund, cost center #101000-728 for submittal to the Finance Committee. Yes – Drenth, Dawson No – Marcus

10. Planning Commission

Motion by Jerroll Drenth, supported by Gene Dawson, to approve the 2015 budget request for the Planning Commission, from the General Fund, cost center #101000-720 with amendments to change the total budget to \$8,889.00 for submittal to the Finance Committee. Yes – Drenth, Dawson No – Marcus

11. Resource Recovery

Motion by Jerroll Drenth, supported by Gene Dawson, to approve the 2015 budget request for Resource Recovery from the General Fund, cost center #101000-728 for submittal to the Finance Committee. Yes – Drenth, Dawson No – Marcus

A document from Scott Papineau, County Surveyor regarding the establishment of elevation benchmarks around the lakes in the County for purposes of assisting homeowners and contractors with identifying the floodplain levels around the lakes was distributed to the Committee members. The Committee members will review the document and a discussion regarding how the benchmarks would be used will be on the next month's agenda.

The meeting was adjourned at 11:25 a.m.

Public Works Committee

Jerroll Drenth

Christian Marcus, Chairman

Eugene Dawson

Minutes October 1, 2014

Members present: Jerroll Drenth, Gene Dawson, Christian Marcus
Others: Pete Garwood, Mike Crawford

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

2. Public Comment

None.

3. Soil Erosion Control (SEC)

Heidi Shaffer, SEC Officer, presented the monthly report for September of 2014 for the Soil Erosion Control Program (see attached pgs. 1-2).

Ms. Shaffer requested the Committee review the monthly report and make suggestions for changes. The Committee indicated they would like the monthly report to illustrate the permits per month, the revenues per month, the permits per year to date and the revenues per year to date. Ms. Shaffer will incorporate the suggestions into the report for next month.

4. Operator of Dams

Mark Stone, Operator of Dams, distributed a quote from ConeDrive for repairing the two gear boxes on the Bellaire Dam for \$3,342.00. The work was approved at the September Board meeting and is currently being completed.

Fencing at the Elk Rapids Hydro Facility

Mr. Stone presented a quote from Wheelock & Sons to replace the current cyclone fence (with barbed wire along the top) with a six foot decorative wrought iron fence around the hydro facility. Mr. Stone indicated the new fence could be planted in a concrete capping of the current wall on either side of the river on the upstream side of the dam, and finished off with some landscaping. Mr. Stone requested permission to get a site plan that would provide a visual as well as provide additional options for consideration. Mike Crawford suggested a company that Mr. Stone can check with for other metals that could be used in place of wrought iron.

Motion by Jerroll Drenth, seconded by Gene Dawson, to recommend the Board of Commissioners approve the development of site plan options for the replacement of the cyclone fence with a more decorative wrought iron fence or other material.

Yes – Drenth, Dawson No – Marcus

The Committee requested Mr. Stone and Peter Garwood, County Administrator, run the site plan options by the insurance carrier.

Water Levels – Inland Lakes

Mr. Stone discussed a proposal to the Committee that involved the installation of elevation monuments around the various lakes that have a known flood plain elevation.

The Committee took no action but will revisit the proposal at a future meeting.

5. Building Department

Bob Massey, Building Official, was unable to attend the meeting. The Committee reviewed his monthly report (**see attached pgs. 3-6**).

The meeting was adjourned at 10:28 a.m.