This meeting due to COVID-19 (Coronavirus) Pandemic was conducted by a virtual format, being held remotely online utilizing Zoom Webinar and in-person in the Board of Commissioner’s Room. Adhering to the Michigan Department of Health and Human Services orders during the COVID-19 (Coronavirus) Pandemic by maintaining a six-foot distance from one another while indoors, face covering and no public attendance in the Board Room.

The Chairman called the meeting to order at 9:00 a.m.

The Pledge of Allegiance to the U.S. flag.

The Chairman requested Invocation/Moment of Silence: Moment of Silence.

Present in person: Terry VanAlstine attending from Board Room, Bellaire, MI.
Present Remote: Jarris Rubingh attending from home, Banks Township, MI
Ed Boettcher attending from home, Elk Rapids Township, MI
Brenda Ricksgers attending from home, Alden, MI
Dawn LaVanway attending from office, East Jordan, MI
Jason Helwig attending from office, Bellaire, MI.
Christian Marcus attending from office, Star Township, MI

Absent: Joshua Watrous, Karen Bargy

The Chairman requested Public comment. The Deputy Administrator addressed the public via the zoom webinar and callers in order as they entered the meeting. The Deputy Administrator called on all public attending. Maggie Maul addressed the Board to inform them that she is currently researching concepts and feasibility for a non-motorized trail from Central Lake to the Village of Bellaire. Public comment closed at 9:09 a.m.

Commissioner Bargy entered the meeting at 9:05 a.m. remotely from her home, Kewadin, MI.
Commissioner Watrous entered the meeting at 9:07 a.m. from the Board Room, Bellaire, MI.

Moved by Ricksgers, seconded by Rubingh, that the Board approve the agenda as presented. Roll call as follows: Yes – Rubingh, Watrous, Bargy, Boettcher, VanAlstine, Ricksgers, LaVanway, Helwig, Marcus; No – None; Absent – None.

MINUTES: December 17, 2020 and January 21, 2021
Commissioner LaVanway addressed the Board to report that the Clerk did not provide the changes she had requested via emails.

December 17, 2020 Board meeting.

- Page 2. Take out *spoke of lack of information* she said she made the statement but it was previous to her motion on page 3.

- Page 3. Moved by LaVanway, seconded by Watrous that the Board authorize the County Prosecuting Attorney, James Rossiter to look into who deleted the maintenance and adjudication files on the Dominion computer.
January 21, 2021 Board meeting.

- Page 4. Due to the much public comment not trusting the current voting system. I amended my motion to be more specific to authorize the Prosecuting Attorney to look into who deleted the maintenance file from the master tabulator in the County Clerk’s office and removed 1329 votes for Biden on November 21st at 11 p.m. and then tried to zero/wipe the machine but failed to do so according to the Allied Security Operation report.

Discussion followed. The members held a lengthy decision with Deputy Administrator Jeremy Scott providing the record of the activity and audio from the December 17, 2020 Board meeting via Facebook recording. At marker 1:13:09 into meeting if members want to review. The Board members addressed the motion made by Commissioner LaVanway, recalling discussion and playback of the recording of meeting.

Commissioner Helwig left the meeting at 9:19 a.m.

The Chairman asked for a Board consensus to approve a postponement on action regarding meeting minute approval.

Discussion followed.

The Chairman postponed the approval of the January 21, 2021 meeting minutes to the next Board meeting of February 18, 2021 to ensure that motions are correct.

COMMUNICATIONS:

- Emails from public regarding the Retirement of Barnes Park Manager, Eileen Wallick
- The Chairman received an email from Maggie Maul regarding her research and feasibility study for a non-motorized trail from the Village of Central Lake to the Village of Bellaire, seeking support and funds from the Board.

COMMITTEE/LIAISON REPORTS:

- Commissioner Bargy – Health Department of Northwest MI - Update
- Commissioner Marcus – Asked about a Freedom of Information Act (FOIA) request submitted by Randy Bishop and status of reply.

County Clerk, Sheryl Guy reported that she had complied with the FOIA request answering all questions and emailed to Mr. Bishop, the Prosecuting Attorney and all Board members.

ORIGINAL MOTION & TABLED JANUARY 21, 2021

The Chairman picked up from the TABLE the item from the January 21, 2021 Board meeting TABLED by Commissioner Boettcher as following:

Moved by Marcus, seconded by Rubingh, that the Board approve the Director of the Construction Code/Building Department be directed to request permit applicants to voluntarily complete the survey for a period of one (1) year.

Discussion followed.

AMENDED MOTION:

Moved by Marcus, seconded by Rubingh, that the Board request that the Director of the Construction Code/Building Department extend the Construction Code survey for a term of one (1) year and that the survey be offered to all permit applicants. Roll call as follows: Yes – Rubingh, Watrous, Bargy, Boettcher, VanAlstine, Ricksgers, LaVanway, Marcus; No – None; Absent – Helwig.
STRATEGIC PLANNING – Update:
County Administrator, Peter Garwood addressed the Board with options:

• Private Company cost estimate $80,000.00
• Meghan Olds – No opening available.
• MSU Extension – John Amrhein and Beth Prykucki Facilitator Team

Discussion followed. Presentation, outline, schedule and amend to a 5-year plan.

Commissioner Helwig returned to Board meeting at 9:50 a.m.

Moved by Bargy, seconded by Ricksgers, that the Board move forward with the MSU Extension - John Amrhein and Beth Prykucki to facilitate a 5-year Strategic Plan and begin the scheduling process. Roll call as follows: Yes – Watrous, Bargy, Boettcher, VanAlstine, Ricksgers, Helwig, Marcus; No – Rubingh, LaVanway; Absent – None.

Moved by Ricksgers, seconded by LaVanway, that the Board approve and pay Claims and Accounts in the amount of $52,105.75. Roll call as follows: Yes – Rubingh, Watrous, Bargy, Boettcher, VanAlstine, Ricksgers, LaVanway, Helwig, Marcus; No – None; Absent – None.

The Chairman requested that the Appointment Process for Boards, Commissions, and Committees be waived and that he appoint Sherry Comben to fill the 6-year term expiring on December 31, 2026 on the Antrim County Economic Development Corporation.

Moved by Bargy, seconded by Marcus, that the Board approve to waive the Appointment Process for Boards, Commissions, and Committees and approve the Chairman’s appointment of Sherry Comben to fill the 6-year term expiring on December 31, 2026 on the Antrim County Economic Development Corporation. Roll call as follows: Yes – Rubingh, Watrous, Bargy, Boettcher, VanAlstine, Ricksgers, LaVanway, Helwig, Marcus; No – None; Absent – None.

The Chairman appointed Laura Foerster to fill the partial term expiring on December 31, 2021 on the Antrim County Commission on Aging Board of Advisors to replace the position held by Jeanette Hayes.

Moved by Boettcher, seconded by Bargy, that the Board approve the Chairman’s appointment of Laura Foerster to fill the partial term expiring on December 31, 2021 on the Antrim County Commission on Aging Board of Advisors. Roll call as follows: Yes – Rubingh, Watrous, Bargy, Boettcher, VanAlstine, Ricksgers, LaVanway, Helwig, Marcus; No – None; Absent – None.

Moved by Boettcher, seconded by Ricksgers, that the Board accept the recommendation of the Economic Development Corporation (EDC) and approve a budget amendment to add $900.00 to the EDC budget- line item 101000-728-901 for the reprint of the Antrim County rack card with changes as recommend by EDC Board of Directors, with the funds to come from the general fund balance. Discussion followed. Roll call as follows: Yes – Watrous, Bargy, Boettcher, VanAlstine, Ricksgers, LaVanway, Helwig, Marcus; No – Rubingh; Absent – None.

Moved by LaVanway, seconded by Boettcher, that the Board authorize the Chairman to execute the Fiscal Year 2022 Contract Clauses Certification from the Michigan Department of Transportation for Antrim County Transportation. Roll call as follows: Yes – Rubingh, Watrous, Bargy, Boettcher, VanAlstine, Ricksgers, LaVanway, Helwig, Marcus; No – None; Absent – None.
RESOLUTION #13-2021 By Ed Boettcher, seconded by Dawn LaVanway

FY 2022 RESOLUTION OF INTENT

The approved resolution of intent to apply for state formula operating assistance for fiscal year 2022 under Act 51 of the Public Acts of 1951, as amended.

WHEREAS, pursuant to Act 51 of the Public Acts of 1951, as amended (Act 51), it is necessary for the Antrim County Board of Commissioners (hereby known as THE APPLICANT) established under Act 94 provide a local transportation program for the state fiscal year of 2022 and, therefore, apply for state financial assistance under provisions of Act 51; and

WHEREAS, It is necessary for the governing body, to name an official representative for all public transportation matters, who is authorized to provide such information as deemed necessary by the State Transportation Commission or department for its administration of Act 51; and

WHEREAS, It is necessary to certify that no changes in eligibility documentation have occurred during the past state fiscal year; and

WHEREAS, the performance Indicators have been reviewed and approved by the governing body.

WHEREAS, THE APPLICANT, has reviewed and approved the proposed balance (surplus) budget, and funding sources of estimated federal funds $158,400, estimated state funds $330,308, and estimated local funds $185,000 with total estimated expenses of $880,000.

NOW THEREFORE, be it resolved that THE APPLICANT hereby makes its Intentions known to provide public transportation services and to apply for state financial assistance with this annual plan, in accordance with Act 51; and

HEREBY, appoints Alan Meacham, ACT Executive Director as the Transportation Coordinator, for all public transportation matters, who is authorized to provide such Information as deemed necessary by the State Transportation Commission or department for Its administration of Act 51 for 2022.

No – None;
Absent – None.

RESOLUTION #13-2021 DECLARED ADOPTED.

Moved by Boettcher, seconded by Helwig, that the Board approve the reorganization of the Parks Department, establishing a full-time salaried Parks Director position and seasonal Barnes Park Coordinator position, and authorize the appropriate budget amendments.
Discussion followed. Questions and input by Board members, County Administrator and County Treasurer, Sherry Comben.
Roll call as follows: Yes – Bargy, Boettcher, Ricksgers, Helwig, Marcus; No – Rubingh, Watrous, VanAlstine, LaVanway; Absent – None.

Emma Cook, Enbridge Line Five, Senior Community Engagement representative addressed the Board with a presentation and update for Enbridge Line Five.
Discussion followed.
The Chairman asked for a consensus of the Board members that the County Administrator, Peter Garwood prepare and present a resolution of support for the Enbridge Line 5 for the next board meeting. There were no objections stated.

Finance Director, Brad Rizzo addressed the Board on a Parks System Fund. Discussion followed.

**ORIGINAL MOTION:**
Moved by Rubingh, seconded by Marcus, that the Board approve the reclassification of the parks system to an Enterprise Fund (#508000), including Barnes Park; Cedar River NA, Mohrmann NA, and Murphy; Noteware, Wetzel, and Beal; Elk Rapids; and the Parks Fundraiser, and approve a 2021 budget amendment to transfer funds from the General Fund (#101000) to the newly created park fund (#508000).

Discussion followed.
- Commissioner Bargy moved to amend the motion for reclassification from an Enterprise Fund to a Special Fund.
- The Finance Director, Brad Rizzo addressed the Board on the differences between a Special Fund and an Enterprise fund.

**AMENDMENT PROPOSED:**
Moved by Bargy, seconded by _________________________, that the Board approve to amend the reclassification of the parks system to an Special Fund (#_____), including Barnes Park; Cedar River NA, Mohrmann NA, and Murphy; Noteware, Wetzel, and Beal; Elk Rapids; and the Parks Fundraiser, and approve a 2021 budget amendment to transfer funds from the general fund (#101000) to the newly created park fund (#_____).

**NO SECOND AMENDMENT FAILS**

**ORIGINAL MOTION:**
Moved by Rubingh, seconded by Marcus, that the Board approve the reclassification of the parks system to an Enterprise Fund (#508000), including Barnes Park; Cedar River NA, Mohrmann NA, and Murphy; Noteware, Wetzel, and Beal; Elk Rapids; and the Parks Fundraiser, and approve a 2021 budget amendment to transfer funds from the general fund (#101000) to the newly created park fund (#508000). Roll call as follows: Yes – Rubingh, Watrous, Boettcher, VanAlstine, Ricksgers, LaVanway, Helwig, Marcus; No – Bargy; Absent – None.

Moved by Marcus, seconded by Rubingh, that the Board approve and authorize the County Administrator, as the grant administrator, to execute the Michigan Medical Marijuana Operation and Oversight Grant Agreement in the amount of $15,650 between the State of Michigan Department of Licensing & Regulatory Affairs and Antrim County, with a grant period of January 1, 2021 through September 15, 2021 and approve a budget amendment and transfer of the grant award of the Medical Marijuana Operation and Oversight Grant to the Health Department of Northwest Michigan:
- 216000-000-564.001 Revenue – From State 15,650.00
- 216000-966-956.004 Appropriation – Health Department 15,650.00

Roll call as follows: Yes – Rubingh, Bargy, Boettcher, VanAlstine, Ricksgers, LaVanway, Helwig, Marcus; No – Watrous; Absent – None.
Moved by LaVanway, seconded by Rubingh, that the Board approve the following schedule for the Finance Director performance evaluation and that as needed or required closed sessions will be scheduled directly after regular meeting dates and times.

- 2/5/2021 Finance Director receives self-evaluation form.
- 2/5/2021 Each Commissioner receives an Individual Board Member Input form.
- 2/18/2021 Deadline for Commissioners and the Finance Director to return their forms to the HR Director
- 3/4/2021 Board goes into closed session at the request of the Finance Director to discuss the performance of the Finance Director, receives results of the self-evaluation completed by the Finance Director, and jointly complete the final evaluation form.
- 3/18/2021 if needed, Board goes into closed session one more time to review the compilation of the individually completed evaluations, Finance Director self-evaluation, and the collectively completed evaluation prior to signature by the Board Chair.

The final evaluation packet will be placed on the personnel file of the Finance Director.

Roll call as follows: Yes – Rubingh, Watrous, Bargy, Boettcher, VanAlstine, Ricksgers, LaVanway, Helwig, Marcus; No – None; Absent – None.

Moved by Boettcher, seconded by Rubingh, that the Board approve an amendment to the Purchasing and Bid Policy that will increase the upper limit in the definition of a “Routine Purchase” from $250.00 to $500.00, in which a purchase order is not required. Roll call as follows: Yes – Rubingh, Watrous, Bargy, Boettcher, VanAlstine, Ricksgers, LaVanway, Helwig, Marcus; No – None; Absent – None.

Antrim County Road Commission Manager, Burt Thompson addressed the Board to clarify Road Funding and noted that all Townships in Antrim County have approved Road Millages. Discussion followed.

No action – County Administrator, Peter Garwood addressed a few counties that assist and/or provide loans per project with payback plans to fund future projects and few Counties with road millage. Commissioner Rubingh spoke of his email seeking support for allocation or create a program to assist Township road funding assistance. Discussion followed. (Capital Improvement Plan (CIP) and/or address during Strategic Planning).

Moved by Helwig, seconded by Ricksgers, that the Board accept the 2019 Antrim County Clerk Annual Report as written. Roll call as follows: Yes – Rubingh, Watrous, Bargy, Boettcher, VanAlstine, Ricksgers, LaVanway, Helwig, Marcus; No – None; Absent – None.

REPORTS:
County Administrator, Peter Garwood addressed the Board with his report. Discussion followed. Board members questions and input.

Finance Director, Brad Rizzo addressed the Board with his report.
- Budget Amendment – Maintenance Overtime
Moved by Helwig, seconded by Boettcher, that the Board approve a 2021 budget amendment for the cost of overtime in the maintenance department for the cost of spraying and disinfecting with funding to be the General Fund, fund balance in the amount of $2,756.00 as follows:

- 101000-265-709.000 (Maintenance – Overtime) $2,142.00
- 101000-265-715.000 (Maintenance – FICA) $164.00
- 101000-265-718.000 (Maintenance – Retirement) $450.00

Roll call as follows: Yes – Bargy, Boettcher, VanAlstine, Ricksgers, LaVanway, Helwig, Marcus; No – Rubingh, Watrous; Absent – None.

Chairman Report – Commissioner VanAlstine
- Plan to meet and discuss unfunded liability with the County Administrator.
- Equalization Department employee back to work in County Building February 8.

VARIOUS MATTERS:
Commissioner Bargy – MDHHS Detention Contract status
County Administrator reported that MDHHS had notified him that the contract is with their legal department.

The Chairman requested Public comment. The Deputy Administrator addressed the public via the zoom webinar and callers in order as they entered the meeting. The Deputy Administrator called on all public attending. Sherry Comben addressed the Board to encourage each member to review and educate themselves on their own Master Plan before signing resolutions that could be in conflict. Such as preserve and protect natural resources and environment such as high level of water quality, maintaining rural identity and beauty while producing positive economic development and growth. Public comment closed at 1:17 p.m.

The meeting adjourned at 1:18 p.m.

_______________________________________
Chairman, Terry VanAlstine

_____________________________________
County Clerk, Sheryl Guy