

**Antrim County**  
**District 5**  
**Commissioner Dawn LaVanway**  
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**231-631-1840**

**July 2023**

**County Employment Opportunities**

- Antrim County Transportation-Driver (PT)
- Commission On Aging- Homemaker (PT)
- Commission On Aging-CENA (FT & PT)
- Construction Code-Building Inspector (FT)
- Dams-Assistant Operator of Dams-very irregular (PT)
- Sheriff's Office-Civil Process (PT) (2 positions)
- Sheriff's Office-Dispatcher (FT)
- Sheriff's Office-Corrections (FT)

**Household Hazardous Waste-**

Saturday, July 22<sup>nd</sup> 8 a.m. – noon - Bellaire HS Parking lot

Saturday, Sept. 30<sup>th</sup> 8 a.m. - noon – Antrim County Road Commission

The HHW flier is on my website <http://dawnlavanway.com> under County reports tab.

**County Building Façade-**

Progressive AE and Spence Brothers were hired as the architects and construction managers for the County Building Exterior. It is expected that work will beginning in July and be completed by February 2024. The 6' tall fence around the building is scheduled to be put up after July 4<sup>th</sup> around the building. Parking will be limited. Signage will direct the public to an open entrance, which will be ADA accessible. Interior demolition is anticipated to start in mid-July. Site and foundation work are expected to start in late July; removal of the exterior panels should start the end of August. Project completion is currently slated for early 2024.

The following County building offices have been relocated during the renovation:

Building Dept.: moved to the adjacent office (temporary)

County Clerk: moved to the Register of Deeds (temporary)

Equalization: moving permanently to Room 120

Grass River Natural Area: now at the GRNA Center off of Alden Hwy. (temp.)

Human Resources: on top floor of the Courthouse (temp.)

Michigan State University Extension: moved to room 203 (temp.)

Register of Deeds: moving permanently to the current Equalization Dept. office space

Signage will direct you to the new locations. At the end of the 6-8 months long renovation project, the Building Dept. will move downstairs permanently.

### **Health Dept. Building Renovations:**

Progressive was hired in December to work on relocating the Sheriff Departments road patrol and undersheriff offices to half of the Health Department building in Bellaire. This has been a planned move since last year. Renovations began on June 14<sup>th</sup> and is expected to conclude into October.

### **Public Safety Center (new jail)-**

The Board of Commissioners approved one step in the direction of having the voters consider a Public Safety Center. All board members supported the Concept #2 plan out of 4 in which the Sheriff's Department recommended. **Moved by Hefferan, second by VanAlstine that the Board authorize the Board Chair and the Administration Office to approach the Village of Bellaire with a request to vacate North Grove Street with the vacate to be contingent upon funding approval of a Public Safety Center. Motion carried as follows: Yes-Hefferan, Rubingh, VanAlstine, Helwig, LaVanway; No-None; Absent-None.**

The next step is for County representatives to approach the Village of Bellaire with a request to abandon North Grove Street. Abandoning that single block of Grove would be contingent upon funding a Public Safety Center. If the proposed Center continues to move forward, the County will work to provide information to the voters in a number of ways. These would include concept drawings, frequently asked questions, cost projections, one-page information sheets, public presentations and much more.

A Public Safety Center webpage has been created to keep everyone informed on progress and to answer questions. It is at:

[https://www.antrimcounty.org/departments\\_services/administration\\_planning/public\\_safety\\_center/index.php](https://www.antrimcounty.org/departments_services/administration_planning/public_safety_center/index.php).

### **Jail Diversion Council-**

There are two councils by the same name with similar purposes. One is related to the Stepping Up Program. "Membership" on both councils is not appointed by the Chairman or the Board of Commissioners. These are informal meetings, the key organizations of which (Sheriff's office, CMH, DHHS, judges, prosecuting attorney, jail administrator, etc.) identify a professional member of their staff to represent their respective organization to meet to discuss potential candidates for diversion or ways in which to promote diversion regionally. At-large members of the community do not serve on either council.

### **Veterans Affairs Office Hours-**

The Veterans Affairs staff will be operating in the community for the duration of the façade project. The AmVets posts in Elk Rapids and Central Lake, as well as the American Legion post in Mancelona, have volunteered to allow the VA staff to use their buildings as "satellite offices". Veteran Service Officers will be working either remotely or in the office once a week. Veterans will be seen in the office by appointment only and are encouraged to work with VSOs virtually or at one of the three satellite offices.

**County Fund Balance Policy-**

Purpose of a fund balance policy is to establish an appropriate level of fund balance in the General Fund, define the components of fund balance, and direct Commissioners and staff in the methods to be used for increasing or decreasing fund balance when trends indicate fund balance will fall outside the minimum/maximum levels.

Antrim County requires seven (7) months of disbursements from January 1 to July 31 to ensure continued operations. Additionally, the Government Finance Officers Association (GFOA) recommends two (2) months of operating expenditures be held in reserve as best practice. Therefore, Antrim County will endeavor to maintain, nine (9) months of Disbursements at the start of each fiscal year in order to ensure consistent operation.

**Moved by Hefferan, seconded by LaVanway, that the Board approve the Fund Balance Policy. Motion carried as follows: Yes-Hefferan, VanAlstine, Helwig, LaVanway; No-Rubingh; Absent-None.**

**2023 Tax Rate Request-**

The board approved of the following:

	<u>Expires</u>	<u>Voted</u>	<u>2023</u>
General Fund	8/2020-12/2024	5.4000	5.2737
COA	8/2020-12/2024	.4000	.3905
Meadowbrook	8/2010-12/2029	1.0000	.9653
Conservation Distr.	8/2020-12/2024	.1000	.0975
E911	8/2022-12/2026	.5000	.5000
Recycling	8/2020-12/2024	.2500	.1650
TOTAL		<b>7.6500</b>	<b>7.3920</b>

**Motion by Hefferan, and seconded by Helwig, that the Board approve and authorize the 2023 Tax Rate Request (L-4029) and that the County operating millage be set at 5.2737 mill, the Commission on Aging at 0.3905 mill, Meadow Brook Medical Care Facility at 0.9653 mill, Antrim Conservation District at 0.0975 mill, E-911 at 0.5000 mill, and the recycling millage at 0.1650 mill, and to authorize the Board Chairman and County Clerk to execute the L-4029 Tax Rate Request.**

**Motion carried as follows: Yes –Hefferan, VanAlstine, Helwig, LaVanway; No – Rubingh; Absent – None.**

**Broadband-**

Peninsula Fiber Network has been awarded \$61 million in grant funding for their project that will provide a middle mile of fiber through the middle of Antrim County, a critical step in county-wide broadband. Additionally, Trustream has received initial Grant Recommendation status for the ROBIN grant application which includes projects in Antrim County. The County would like to be a central hub of communication and information for providers and local units.

### **Emergency Services Grant-**

Emergency Services would like to apply to the Leary Firefighters Foundation to request funds to purchase protective equipment and tools for County departments in case of an active shooter event anywhere in the County. There is no in-kind match with this grant. The equipment will be housed and maintained by the Emergency Services Coordinator. It will only be used for training and real emergencies when needed.

### **Grass River Natural Area-**

Grass River has their own building fund to use for building repairs. The HVAC system has been out of date for years as maintenance has been very limited for a long time. They finally found someone who could upgrade the system.

**Moved by LaVanway, seconded by Helwig that the Board approve and authorize the Finance Director to make the budget amendment of \$4,900. From Grass River Building Fund for upgrade the geothermal HVAC system at that Grass River Natural Area Center. Motion carried as follows: Yes-Hefferan, Rubingh, VanAlstine, Helwig, LaVanway, No-None; Absent-None.**