

Antrim County
District 5
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June 2024

County Employment Opportunities

- Antrim County Transportation-Mechanic (FT)
- Commission on Aging-Mancelona Meal Site Coordinator (PT)
- Commission on Aging-Central Lake Meal Site Coordinator (PT)
- Maintenance Department-Maintenance (FT)
- Maintenance Department-Custodian (PT)
- Sheriff's Office-Civil Process (PT)
- Sheriff's Office-Deputy (FT)
- Sheriff's Office-Corrections (FT)

Clerk position-

Moved by Hefferan, seconded by Rubingh that the Board approve and authorize one full-time Clerk position from the Clerk's office to the Finance Department, along with the Accounts Payable and Payroll Duties, and appoint the Finance Director as the Credit Card Supervisor; to assign the Administrator as the primary Insurance and Retirement representative along with other non-statutory duties, and give the County Administrator the authority to appoint the Administrator for the County's BS&A/Financial software, all with a final effective date of August 26, 2024. Motion carried as follows: Yes-Hefferan, Rubingh, VanAlstine, Helwig, LaVanway; No-None; Absent-None. The County Clerk's office has performed all of these duties for many years. With the Clerk's retirement, Administration has worked with her to identify non-statutory duties that could and should be transitioned to Finance and Administration.

County Building-

Work on the new public entrance is underway. Building Department will be moving to the new office downstairs this week. Funding for this project was through the American Rescue Plan Act grant. An open house for the public is scheduled for Thursday, June 20th from 3 – 5 p.m.

Public Safety Center-

The board will be reviewing materials prepared by the PSC advisory group and consultants who have proposed a construction millage for the November ballot. A needs assessment by Rod Miller consultant is currently being done for the County at no cost. More information in the Antrim County May Bulletin on my website.

Grove Street Annex-

The demolition to this building will take place the first week in June. More information in the Antrim County May Bulletin on my website.

911 Communication Tower-

Forest Home Township planning commission reviewed and approved the site plan. The foundation and tower construction are scheduled for August.

County Parking Lots-

Moved by VanAlstine, seconded by Hefferan, that the Board approve and accept the bid from Payne & Dolan, authorize the expenditure of \$172,760 for the paving of the County Building parking lots, and authorize the Board Chair to execute the contract for this service. Motion carried as follows: Yes-Hefferan, Rubingh, VanAlstine, Helwig, LaVanway; No-None; Absent-None. It will be done in September. This has been in the Capital Improvement Plan.

Dam grant-

Moved by Helwig, seconded by Hefferan that the Board approve and accept the Dam Risk Reduction Grant from EGLE in the amount of \$450,000 with a match of \$50,000 for engineering work to rehabilitate the Bellaire Dam, authorize the Finance Director to make the appropriate budget amendments, and authorize the Chair to execute the grant agreement contingent on legal review. Yes-Hefferan, Rubingh, VanAlstine, Helwig, LaVanway; No-None; Absent-None.

Animal Control Cat cages-

Moved by LaVanway, seconded by Hefferan, that the Board approve and authorize the release of funds, not to exceed \$40,735. as budgeted, for the purchase of cat cages. Motion carried as follows: Yes-Hefferan, Rubingh, VanAlstine, Helwig, LaVanway; No-None; Absent-None. This money has been donated to Animal Control for improved services.

Antrim Creek Natural Area-

Moved by Rubingh, seconded by Hefferan, that the Board approve a budget amendment not to exceed \$8,000 for preliminary (concept) design plans from Westward Architecture for the schoolhouse at the Antrim Creek Natural Area. Motion carried as follows: Yes-Hefferan, Rubingh, VanAlstine, Helwig, LaVanway; No-None; Absent-None. This recommendation was from the ACNA board and the money would come from the ACNA endowment fund of donations to preserve the schoolhouse.

FEMA Floodplain Maps-

Five communities have opted into the FEMA Flood Insurance Program (Banks Twp., Torch Lake Twp., Milton Twp., Elk Rapids Twp., and Elk Rapids Village). Antrim County has not had a FEMA flood plain map previously. This is not the County's responsibility but Leslie Meyers has been willing to help with the requirements necessary to be a

participating community. Each Township would have an ordinance and enforcement requirements from FEMA in order to participate and make their residents eligible for the National Flood Insurance.

Opioid Litigation-

The County has received funds from the settlement agreement with pharmaceutical companies. The funds received are restricted and a majority of it must go towards future remediation such as treatment, recovery support, outreach, training, prevention and research. A request for funding proposals from organizations will begin that will have parameters the Board would use to assist with the award decisions.

Master Plan-

Moved by Hefferan, and seconded by Helwig, that the Board approve the release of the proposed Antrim County Master Plan for a period of 63 days for public comment and a future public hearing date be scheduled according to timeline. Motion carried as follows: Yes-Hefferan, Rubingh, VanAlstine, Helwig, LaVanway; No-None; Absent-None.

Moved by LaVanway, seconded by Helwig, that the Board approve setting the Public Hearing date for the 2024 Antrim County Master Plan for Thursday, July 18, 2024 at 5:30 p.m. Motion carried as follows: Yes-Hefferan, Rubingh, VanAlstine, Helwig, LaVanway; No-None: Absent-None.