ANTRIM COUNTY BOARD OF COMMISSIONERS **Thursday January 15, 2026**

MEETING MINUTES

The Chair William Hefferan called the meeting to order at 6:30 p.m.

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

The Chair gave the invocation to Commissioner Terry VanAlstine, who requested a moment of silence.

The Chair called Roll Call: Commissioner Terry VanAlstine
Commissioner Ray Scola
Commissioner Jason Helwig
Commissioner Jarris Rubingh
Commissioner Bill Hefferan

PUBLIC COMMENT:

2 Citizens Spoke

Approval of the Agenda:

Two amendments made to the Agenda. Added Closed Session Minutes on December 18th, 2025 and under New Business D. added 3. Committee Appointments with those changes a; Motion to accept the Agenda, as amended, made by Commissioner Terry VanAlstine, seconded by Commissioner Jason Helwig.
Motion carried as follows: Yes – Unanimous; No – None; Absent – None
Motion Passed 5 – 0

Approval of the Minutes:

A. Regular Minutes dated December 18, 2025 the Chair Commissioner William Hefferan made 3 corrections, on page 2 under E911 second paragraph correct last name of Terry VanAlstine and page 3 under Planning Commission on Duane Meyer there is no s on his last name. On page 4 under County Administrator last paragraph should be save not safe.
A Motion to accept the minutes, as amended, made by Terry VanAlstine, seconded by Jason Helwig.
Motion carried as follows: Yes – Unanimous; No – None; Absent – None
Motion Passed 5 – 0

B. Minutes dated January 5, 2026 the Chair Commissioner William Hefferan made 1 correction, page 3 D Resolution, Commissioner William Hefferan was a yes.
A Motion to accept the minutes, as amended, made by Commissioner Ray Scola, seconded by Commissioner Jarris Rubingh.
Motion carried as follows: Yes – Unanimous; No – None; Absent – None
Motion Passed 5 – 0

C. Closed Session Minutes dated December 18, 2025 Motion made by Commissioner Terry VanAlstine, to accept the minutes as presented, seconded by Commissioner Jason Helwig
Motion carried as follows: Yes – Unanimous; No – None; Absent – None
Motion Passed 5 – 0

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Committee, Board, or Liaisons Report:

Commissioner Terry VanAlstine COA January 26th@11:30 Senator John Damoose will be having lunch at the center. And meeting with the Senior Center and looking over some information regarding the building addition to see how he can help. He is meeting with ASI from 9:30 to 10:30 in regards to the indoor recreation area.
Commissioner Jarris Rubingh NCCMH went over their outreach campaign specifically the Transportation Bus, has a sticker that says overwhelmed and a number to call. They have a grant for this. They also have a grant for some AI generated videos.
The Antrim County Conservation District has called a meeting for next Thursday, January 22, 2026 @3:00 p.m. at the Cameron Street location.

Old/Unfinished Business

County Administrator Jeremy Scott work is going ahead with conceptual renderings in a group meeting and getting input from PMR.

Commissioner Ray Scola said going back to the November vote issue, the bond issue. The project does not exceed $27 Million Dollars. He is very serious about keeping it within this Budget. The priority is the Jail. If cuts are needed they can be made in other areas.

Commissioner William Hefferan has had the opportunity to be at 2 meeting's this week. One being Plante Moran and the other with Real Pointe. He found them very informative. Commissioner Ray Scola also joined. We are continuing to collect information.

Claims and Accounts

Motion to accept Claims & Accounts in the amount of $64,638.31 made by Commissioner Ray Scola, seconded by Commissioner William Hefferan.

Motion carried as follows: Yes – Unanimous; No – None; Absent - None

Motion Passed 5 – 0

Parks and Recreation Plan Resolution

RESOLUTION #8 – 2026
RESOLUTION ADOPTING THE 2026-2030
ANTRIM COUNTY PARKS & RECREATION PLAN

WHEREAS the Antrim County has undertaken a planning process to determine the recreation and natural resource conservation needs and desires of its residents during a five-year period covering the years 2026 through 2030, and

WHEREAS the Antrim County began the process of developing a County Parks & Recreation Plan in accordance with the most recent guidelines developed by the Department of Natural Resources and made available to local communities, and

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WHEREAS residents of Antrim County were provided with a well-advertised opportunity during the development of the draft plan to express opinions, ask questions, and discuss all aspects of the recreation and natural resource conservation plan, and

WHEREAS the public was given a well-advertised opportunity and reasonable accommodations to review the final draft plan for a period of at least 30 days for plan, and

WHEREAS, a public hearing was held on January 15, 2026 prior to the regularly scheduled meeting of the Antrim County Board of Commissioners to provide an opportunity for all residents of the planning area to express opinions, ask questions, and discuss all aspects of the Antrim County Parks & Recreation Plan, and

WHEREAS the Antrim County has developed the plan as a guideline for improving recreation and enhancing natural resource conservation for the County,

NOW, THEREFORE BE IT RESOLVED the Antrim County Board of Commissioners hereby adopts the 2026-2030 Antrim County Parks & Recreation Plan.

Motion made to accept this Resolution, as amended with the changes suggested by the Director Lindsey Eccles, by Commissioner Jason Helwig, seconded by Commissioner Terry VanAlstine

ROLL CALL VOTE: Commissioner Jason Helwig – Yes
Commissioner Ray Scola – Yes
Commissioner Jarris Rubingh – Yes
Commissioner Terry VanAlstine – Yes
Commissioner William Hefferan - Yes

Motion carried as follows: Yes – Unanimous; No – None; Absent - None

Motion Passed 5 – 0

FINANCE DEPARTMENT

Discussion

ADMINISTRATION OFFICE, TORCH LAKE PROTECTION ALLIANCE

Action Request to approve that Antrim County serve as the fiduciary on behalf of the Torch Lake Protection Alliance (TLPA) and authorize the Chair to execute an agreement with the United States Geological Survey (USGS) Upper Midwest Science Center, United States Department of the Interior for Water Resource Investigations on Torch Lake, at no cost to Antrim County, and authorize the Finance Director to make the appropriate budget amendments. With no activity to begin until funds equal to or exceeding the upcoming work segment are on deposit with the County.

Discussion

Motion made by Commissioner Terry VanAlstine, seconded by Commissioner William Hefferan

Motion carried as follows: Yes – Unanimous; No – None; Absent - None

Motion Passed 5 – 0

PUBLIC SAFETY CENTER

Administrator Jeremy Scott gave a brief presentation regarding the Public Safety Center: Project Manager

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Motion made by Jarris Rubingh, seconded by William Hefferan to release an RFP for Owner's Representative
Discussion
Commissioner Terry VanAlstine thinks the basis is on Owner's Representative at 2% of hard cap of $27 Million, we would have to take $540,000 Dollars from the Hard Cap which would bring us down to $26,500,000 to build the Public Safety Center. That would be taking away from the project, to pay someone to watch over someone's shoulder.
Commissioner Jarris Rubingh questioned the purpose of the Owner's Representative before the RFP (Request for Proposal). Does not think we are there yet.
Commissioner William Hefferan said at this time we are not there yet. We are not ready to make this decision.
Commissioner Jason Helwig agrees we are not there yet. Now is not the time to send out RFP's
Commissioner Ray Scola said it is our responsibility to represent our constituents. He does have faith in our Administrator, but feels the cost of operations is too high.
Administrator Jeremy Scott wants to know what the Commissioners want and what finance's the board is willing to bear for full representation
Commissioner William Hefferan We need to hear from these people. Plante Moran is preparing a report for us. We would like to hear from Christman also.

The Board decided that they need more information before they commit to RFP's for any Contractors

Commissioner Jarris Rubingh rescinded his Motion and Commissioner William Hefferan rescinded his second.

CHAIRMAN APPOINTMENTS – 2026 Commissioner Assignments

Motion by Commissioner Terry VanAlstine, seconded by Commissioner Jason Helwig to accept the 2026 Chairman appointments as presented.

Motion carried as follows: Yes – Unanimous; No – None; Absent - None

Motion Passed 5 – 0

CHAIRMAN REPORT

Good News our Bill for the Court passed the House of Representatives 102 to 104 it will be a year from the date of signature before it goes into effect.

VARIOUS MATTERS

Commissioner William Hefferan questioned the Finance Director if 1.5 Million Revenue exceeded Expenditures. It is not a part of the 9 Million that is set aside. Some of that money is restricted for use for specialized funds, but the majority is general funds. We may have more than 9 Million as a down payment towards the Safety Center.

Meeting Adjourned: 7:22 pm

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CHAIRMAN – WILLIAM HEFFERAN

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CLERK - VICTORIA BISHOP

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