

**ADMINISTRATIVE MEETING**  
**March 9, 2010 - 2:00 P.M.**

**Call to Order**

**Roll Call**

**Public Comment**

**Appearances**

- 1) Kate Winell, representative from Northern Michigan Substance Abuse.

**Unfinished Business**

- 2:15 Approval of Jan. 12, 2010 Administrative Committee Meeting Minutes - Closed Session.
- 2:20 Additional required appointments to the Emmet County Community Corrections Advisory Board:  
- Member from the General Public.
- 2:25 Reschedule date/time for work session to be held regarding the discussion of the establishment of an Authority to oversee Ambulance Service in Emmet County.

**New Business**

- 2:30 Re-appointments to the Sanitary Appeal Board  
- Tom Gallagher, Don Hartman, Rick Rossi and Eric Keiser.
- 2:35 Approval of resignation of Jeremy McBain, Community Corrections Advisory Board (Communications Media position; was appointed February 2010).
- 2:40 Appointment of Community Corrections Advisory Board Member, for the Communications Media position; to fill the vacancy created by Jeremy McBain's resignation.
- 2:45 Cynthia Van Allen, Finance Director  
- Capital Requests  
1) Request by Equalization to purchase BS&A software.  
2) Request by Sheriff Department to purchase live scan fingerprinting equipment.
- 2:50 Approval of the following Remonumentation Program Contracts:  
1) No. 10-03 Northstar Land Surveying (\$ 700.00)  
2) No. 10-04 Trowbridge & Associates (\$2,100.00)  
3) No. 10-05 Northstar Land Surveying (\$2,400.00)  
4) No. 10-06 Benchmark Engineering, Inc. (\$2,700.00)
- 2:55 Brentt Michalek, Planning, Zoning & Construction Resources Director
- 3:00 Kelley Atkins, Director of Economic Development and Manager of Pellston Regional Airport  
- Submitted bids regarding construction of the ARFF/SRE Building at the Pellston Regional Airport.
- 3:05 Elisa Seltzer, DPW Director  
1) Tire Recycling Contract with CM Rubber  
2) Leachate Removal with Northern A1  
3) Freon Removal with Superior Mechanical  
4) Scale Software purchase and installation  
5) Curbside Bins purchase  
6) Proposed compost rate adjustment
- 3:10 Kathy Abbott, Civil Counsel  
- Lease Agreement with Petoskey Academy of Miniature Aircraft.
- 3:15 Millage proposals for 2010 August Primary Election.
- 3:20 American Recovery and Reinvestment Act of 2009  
1) Allocation to Emmet County in the amount of \$1,452,000.00 for Recovery Zone Economic Development Bonds.  
2) Resolution designating Emmet County as a "Recovery Zone".

**Controller**

**Committee Reports**

**Communications**

**Public Comment**

**Announcements**

- 1) The Board of Commissioner's Regular Scheduled Meeting will be held on **Thursday, March 11, 2010 at 6:00 P.M.** in the Board of Commissioners Room, Petoskey, Michigan.

**Adjournment**