

FINANCE WAYS & MEANS COMMITTEE  
MEETING MINUTES  
Tuesday, July 8, 2025 – 9:30 a.m.  
Howard Male Conference Room/Zoom Room

Commissioners Present: Bill Peterson, Vice Chair/Finance Chair  
John Kozlowski, Board Chair  
William LaHaie  
Dan Ludlow  
Lucille Bray  
Brenda Fournier  
Todd Britton  
Travis Konarzewski

Others Present: Keri Bertrand, County Clerk  
Jesse Osmer, County Administrator  
Cindy Cebula, County Treasurer  
Sheriff Erik Smith

**CALL TO ORDER**

Chairman Bill Peterson called the meeting to order at 9:30 a.m.

**ROLL CALL**

Roll call was taken: All committee members present.

**PLEDGE OF ALLEGIANCE TO THE UNITED STATES OF AMERICA**

Chair Peterson asked for a moment of silence for the passing of Judge Johnson.

**ADOPT AGENDA**

Moved by Commissioner LaHaie and supported by Commissioner Ludlow to adopt the agenda as presented.  
Motion carried.

**PUBLIC COMMENT**

None.

**BILLS TO PAY**

INFORMATION ITEM: Chairman Peterson presented the bills to pay for approval.

	SUBMITTED:	APPROVED:
General Funds & Other Funds	\$140,080.24	\$140,080.24

Moved by Commissioner Kozlowski and supported by Commissioner LaHaie to approve paying the bills as submitted. Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Fournier, Britton, Konarzewski, Kozlowski, and Peterson. NAYS: None. Motion carried.

**COUNTY TREASURER MONTHLY REPORTS**

Treasurer Cindy Cebula presented the monthly reports for June 2025.

Moved by Commissioner Fournier and supported by Commissioner Bray to approve receiving and filing of the monthly Treasurer's Reports for June 2025 as presented. Motion carried.

## **BUDGET ADJUSTMENTS**

### **1. Budget Adjustments – Sheriff's Office**

**ACTION ITEM #1:** The Committee recommends approval of the Sheriff's Office budget adjustment request to decrease Bailiff line item 101-301-704.001 in the amount of \$862.50, increase Marine Safety Officer line item 101-306-704.000 in the amount of \$862.50 and increase Marine Maintenance line item 101-306-934.000 in the amount of \$1,312.50 as presented.

Moved by Commissioner Britton and supported by Commissioner Bray to approve the Sheriff's Office budget adjustment as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Fournier, Britton, Konarzewski, Kozlowski, and Peterson. NAYS: None. Motion carried.

**ACTION ITEM #2:** The Committee recommends approval of the Sheriff's Office budget adjustment request to increase expense line item 259-320-700.000 CJ Training Fund in the amount of \$4,000.00 as presented.

Moved by Commissioner LaHaie and supported by Commissioner Fournier to approve the Sheriff's Office budget adjustment as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Fournier, Britton, Konarzewski, Kozlowski, and Peterson. NAYS: None. Motion carried.

## **COUNTY MMP PAYMENT PLAN AGREEMENT FORM**

County Administrator Jesse Osmer presented an agreement form to define the process by which each member county financially contributes to the development of a Materials Management Plan that serves the region. Recommendation was made by Administrator Osmer to choose Option B which states "Alpena County will invoice each participating County monthly based on a one fifth portion of the total amount of work accomplished in the previous month in association with the Work Program. Each County will pay the DPA within 30 days of invoice receipt. After invoice payment has been made, the County is then eligible to submit a request for reimbursement to EGLE." Administrator Osmer would also like permission to look into Option C which is to submit a formal request to EGLE for advance funding.

Moved by Commissioner Fournier and supported by Commissioner Konarzewski to recommend approval to move forward with Options B & C of the MMP Payment Plan Agreement Form as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Fournier, Britton, Konarzewski, Kozlowski, and Peterson. NAYS: None. Motion carried.

**ACTION ITEM #5: The Committee recommends approval to move forward with Options B and C of the Materials Management Planning Payment Plan Agreement Form as presented.**

## **INFORMATIONAL**

**POLL VOTE ACTION ITEM #1: Recommendation to pay the Visa credit card invoice held by the airport in the amount of \$141.97, with any small adjustments to that number as required, immediately as presented.**

Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Peterson, Fournier, Britton, Konarzewski, and Kozlowski. NAYS: None. Motion carried.

## **MOTION TO RISE & REPORT**

Moved by Commissioner LaHaie and supported by Commissioner Bray to rise and report. Motion carried.

## **CONSENT CALENDAR**

Board Chairman John Kozlowski presented the consent calendar for board approval:

- A) **Approval of the Official Proceedings of the Alpena County Board of Commissioners Regular Session – June 24, 2025 (\*Minutes only)**
- B) **Personnel Committee Meeting Minutes – July 1, 2025**

ACTION ITEM #1: The Committee recommends approval of the Director of the Home Improvement Program & Office of Public Conservator's request to fill the Program Assistant vacancy at 40 hours per week starting at \$20.00 per hour as presented.

ACTION ITEM #2: The Committee recommends approval of the Director of the Home Improvement Program & Office of Public Conservator's request to adjust to a 40-hour per week employee with salary calculated at the current hourly rate as presented.

ACTION ITEM #3: The Committee recommends approval of Mick Higgins as Alpena County Airport Manager as presented.

Moved by Commissioner Peterson and supported by Commissioner Ludlow to approve the Consent Calendar as listed above and filing of all reports as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Peterson, Fournier, Britton, Konarzewski and Kozlowski. NAYS: None. Motion carried.

## **SPECIAL TRIBUTE-JOE GARBER**

Chair Kozlowski read a special tribute of acknowledgement for Library Board Trustee Joe Garber. Joe has resigned from the Library Board after 21 years of service.

## **ALPENA COUNTY ROAD COMMISSION MEMBER EXPANSION**

Administrator Osmer reported the statue process has been followed in the consideration of expanding the Alpena County Road Commission from 3 members to 5 members and the board can now vote. Following the vote there may be some minor items such as filing and documentation that still may need to be provided. If the board chooses to move forward with 5 members it would not take effect until January 1, 2026.

Moved by Commissioner Fournier and supported by Commissioner Britton to approve increasing the Alpena County Road Commission from 3 members to 5 members as presented. Roll call vote was taken: AYES: Commissioners Ludlow, Bray, Peterson, Fournier, Britton, Konarzewski, and Kozlowski. NAYS: Commissioner LaHaie. Motion carried.

**ACTION ITEM #10: Recommendation to approve increasing the Alpena County Road Commission from 3 members to 5 members as presented.**

## **LIBRARY BOARD APPOINTMENT**

Administrator Osmer reported the Personnel Committee met yesterday, July 7<sup>th</sup>, and interviewed candidates, who were not previously interviewed, for the Library Board vacancy due to Joe Garber's

resignation. All applicants were taken into consideration and there was a unanimous vote for Joe Fulkerson. His term would begin effective immediately after being sworn in and go until December 31, 2028.

Moved by Commissioner Konarzewski and supported by Commissioner Ludlow to approve appointing Joe Fulkerson to the Alpena County Library Board as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Peterson, Fournier, Britton, Konarzewski, and Kozlowski. NAYS: None. Motion carried.

**ACTION ITEM #11: Recommendation to appoint Joe Fulkerson to the Alpena County Library Board for a term effective immediately and ending December 31, 2028, as presented.**

### **PUBLIC COMMENT**

Alpena County Fair Board President Courtney Tauriainen reported the fair volunteers and families fill the camping sites at the fairgrounds for 10 days during the fair. There has been a waiting list for families and volunteers to be able to stay and for the last few years, temporary camping was created to make it possible to stay and not worry about driving to and from the fair after long days and nights and caring for the animals. During the 2025 camping season, the Fair Board and families were allowed early access to the camping reservations, it was truly appreciated, and they are willing to help in anyway to be able to make this possible again for next year.

### **CLOSED SESSION**

The Board went into closed session at 9:55 a.m. for a Parks Personnel Matter and opened session at 10:44 a.m. Roll call was taken. All members present.

Moved by Commissioner Konarzewski and supported by Commissioner Peterson to approve hiring Austin Barnett as manager for Sunken Lake Park as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Bray, Peterson, Fournier, Britton, and Konarzewski. NAYS: Commissioners Ludlow, and Kozlowski. Motion carried.

**ACTION ITEM #12: Recommendation to hire Austin Barnett as manager for Sunken Lake Park with the standard probationary period of 6 months and the Parks Commission will present the Board of Commissioners monthly progress reports as presented.**

### **ADJOURNMENT**

Moved by Commissioner LaHaie and supported by Commissioner Britton to adjourn the meeting. Motion carried. The meeting was adjourned at 10:45 a.m.

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John Kozlowski, Board Chairman

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Keri Bertrand, County Clerk

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