

**OFFICIAL PROCEEDINGS
OF THE
ALPENA COUNTY BOARD OF COMMISSIONERS
Full Board Meeting Minutes
Tuesday, September 24, 2024 – 5:30 p.m.
Howard Male Conference Room/Zoom Room**

CALL TO ORDER

The Alpena County Board of Commissioners met and was called to order by Chairman John Kozlowski in the County Annex Building, Howard Male Conference Room, Alpena, Michigan and via Zoom on Tuesday, September 24, 2024, at 5:30 p.m.

PLEDGE OF ALLEGIANCE

Chairman Kozlowski called for the Pledge of Allegiance to the Flag of the United States of America.

PRAYER

Prayer was offered by Nanci Baldwin of Northeast Sanctuary of Alpena.

ROLL CALL

Roll was called with the following Commissioners present: Bill LaHaie, District #1; Brenda Fournier, District #5; Burt Francisco, District #6; and John Kozlowski, District #8. Dan Ludlow, District #2; Bill Peterson, District #4; and Travis Konarzewski, District #7, excused.

AGENDA

Moved by Commissioner LaHaie and supported by Commissioner Fournier to adopt the agenda with removal of “Library Board Matter” as presented. Chair Kozlowski would like the entire board to be present for that discussion. Motion carried.

PUBLIC COMMENT

Brian Perry of Alpena reported the removal of the library board would be a waste of County resources. He asked that the board reconsider any movement on the removal. Everyone needs to take a step back and think twice.

DISTRICT #3 COMMISSIONER INTERVIEWS

Chair Kozlowski presented District #3 Candidate Lucille Bray for an interview with questions asked by each Commissioner. Kevin Ginter stepped out into the hallway.

Chair Kozlowski presented District #3 Candidate Kevin Ginter for an interview with the same questions asked by each Commissioner. Lucille Bray stepped out into the hallway.

Chair Kozlowski thanked both candidates for submitting their applications and their willingness to step forward to fill the vacancy.

Moved by Commissioner Francisco and supported by Commissioner LaHaie to select Lucille Bray as the County Commissioner for District #3. Roll call vote was taken: AYES: Commissioners LaHaie, Fournier, Francisco, and Kozlowski. NAYS: None. Commissioners Ludlow, Peterson, and Konarzewski, excused. Motion carried.

ACTION ITEM #1: Recommendation to appoint Lucille Bray as the County Commissioner for District #3 with a term effective September 24, 2024, through December 31, 2024, as presented.

Lucille was sworn in by Clerk Keri Bertrand and took her seat with the board.

CONSENT CALENDAR

Chairman Kozlowski presented the Consent Calendar with minutes for approval.

A) **Finance Ways & Means Committee Meeting Minutes** – September 10, 2024

B) **Airport Adhoc Committee Meeting Minutes** – September 12, 2024

ACTION ITEM #AAC-1: The Committee recommends approval of the Professional Services Agreement with RS&H as presented.

C) **Courts & Public Safety Committee Meeting Minutes** – September 16, 2024

ACTION ITEM #CPSC-1: The Committee recommends approval of the FY2025 Child Care Fund Budget for Alpena County in the amount of \$1,280,720 for the Juvenile Division as presented.

E) **Facilities, Capital, & Strategic Planning Committee Meeting Minutes** – September 18, 2024

ACTION ITEM #FCSPC-1: The Committee recommends approval for the County Administrator to hire an appraiser to determine the fair market value of rental space at the MDOT building up to the amount of \$500 as presented.

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

BILLS TO PAY

Clerk Bertrand presented the bills to be paid.

	SUBMITTED:	APPROVED:
General Fund & Other Funds	\$ 79,558.25	\$ 79,558.25

Discussion was made on the purchase of a GPS Clock for Central Dispatch.

Moved by Commissioner Francisco and supported by Commissioner Fournier to pay all bills as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Bray, Fournier, and Kozlowski. NAYS: Commissioner Francisco. Commissioners Ludlow, Peterson, and Konarzewski, excused. Motion carried.

**Commissioner Francisco changed his NAY vote to AYE after further clarification on the clock purchase at the end of the meeting.

NEMCMH ANNUAL REPORT

Northeast Michigan Community Mental Health Executive Director Nena Sork presented the NEMCMH Annual Report for 2023. Nena thanked the Commissioners for the members that they have appointed to their board. Nena discussed the services and finances for 2023 and reported NEMCMH is financially sound.

PLAZA POOL CASH FLOW

Chairman Kozlowski presented a request from Treasurer Kim Ludlow for approval of a transfer of \$10,000 from General Fund 101-969-995.006 to the Plaza Pool 273-774-699.000 to cover the immediate cash flow issue. As of September 17th, the Plaza Pool had \$5,478.78 in checking with a \$6,000 payroll due September 19th and over \$2,000 in accounts payable due.

Commissioner Francisco inquired about the management of the pool not coming before the board to report their need for more money. When department heads and elected officials have an issue within their budget they come before the board to present as to why they need additional funding.

Moved by Commissioner LaHaie and supported by Commissioner Fournier to approve an immediate transfer from the General Fund to the Plaza Pool as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Bray, Francisco, and Kozlowski. NAYS: Commissioner Fournier. Commissioners Ludlow, Peterson, and Konarzewski, excused. Motion carried.

ACTION ITEM #3: Recommendation to approve the County Treasurer's request for an immediate transfer of \$10,000 from General Fund line item #101-969-995.006 to the Plaza Pool line item #273-774-699.000 to cover the immediate cash flow issue as presented.

PARKS WITHDRAWAL FROM GRANT APPLICATIONS

Chairman Kozlowski reported there were two grants submitted by the Parks Commission that require a match totaling \$169,300 that the County would have to cover but does not have the funding for.

Moved by Commissioner LaHaie and supported by Commissioner Fournier to approve the withdrawals from the Trust Fund Grant Applications for both Beaver Lake and Sunken Lake Parks as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Bray, Fournier, Francisco, and Kozlowski. NAYS: None. Commissioners Ludlow, Peterson, and Konarzewski, excused. Motion carried.

ACTION ITEM #4: Recommendation to approve withdrawal from the Trust Fund Grant Applications #TF24-0086 for Beaver Lake Park in the amount of \$306,000.00 with a County match of \$106,800 (Parks match) and Application #TF24-0097 for Sunken Lake Park in the amount of \$250,000.00 with a County match of \$62,500 (Parks match) due to lack of matching funds availability. Deadline to inform MDNR Trust Fund Grant Representatives is October 1, 2024.

NE MI WOMENS GIVING CIRCLE GRANT APPLICATION

Alpena Plaza Pool Director Kim Bolanowski presented a grant application for the Northeast Michigan Women's Giving Circle Grant in the amount of \$1,250 for approval.

Moved by Commissioner LaHaie and supported by Commissioner Bray to approve grant application for the Northeast Michigan Women's Giving Circle as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Bray, Fournier, Francisco, and Kozlowski. NAYS: None. Commissioners Ludlow, Peterson, and Konarzewski, excused. Motion carried.

ACTION ITEM #5: Recommendation to approve the Northeast Michigan Women's Giving Circle Grant through the Community Foundation for Northeast Michigan for the Alpena Plaza Pool Lifeguard Training Education project in the amount of \$1,250 with no county match and authorize the Chairman of the Board/County Administrator to sign all pertaining documents as presented. This has been sent to the Grant Review Committee.

COMMUNITY FOUNDATION FOR NE MI GRANT APPLICATION

Alpena Plaza Pool Director Kim Bolanowski presented a grant application for the Community Foundation for NE MI for the Starfish Aquatics Institute Project in the amount of \$3,000 for approval.

Moved by Commissioner LaHaie and supported by Commissioner Bray to approve the Community Foundation Grant Application as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Bray, Fournier, Francisco, and Kozlowski. NAYS: None. Commissioners Ludlow, Peterson, and Konarzewski, excused. Motion carried.

ACTION ITEM #6: Recommendation to approve the Community Foundation for Northeast Michigan Grant for the Starfish Aquatics Institute Project for Plaza Pool in the amount of \$3,000 with no county match and authorize the Chairman of the Board/County Administrator to sign all pertaining documents as presented. This has been sent to the Grant Review Committee.

MGT CONSULTING SERVICES RENEWAL CONTRACT

County Administrator Jesse Osmer presented a renewal contract with MGT Consulting to continue to provide financial services for the Child Support Program in the Prosecutor's Office.

Moved by Commissioner Francisco and supported by Commissioner LaHaie to approve the renewal contract with MGT Consulting Services as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Bray, Fournier, Francisco, and Kozlowski. NAYS: None. Commissioners Ludlow, Peterson, and Konarzewski, excused. Motion carried.

ACTION ITEM #7: Recommendation to approve the agreement with MGT Impact Solutions, LLC beginning October 1, 2024, with automatic annual renewals at a cost of \$6,000 per year to continue to provide financial services for the Child Support Program in the Prosecutor's Office as presented.

RESOLUTION #24-24 MPSCS

Emergency Management and E911 Services Director Kim Elkie presented Resolution #24-24 Michigan's Public Safety Communications System Amended and Restated Integration Agreement for approval.

RESOLUTION #24-24

Michigan's Public Safety Communications System Amended and Restated Integration Agreement

At the September 24, 2024 meeting of the Alpena County Board of Commissioners, the following Resolution was offered:

BE IT HEREBY RESOLVED that the Alpena County Board of Commissioners approves the Michigan's Public Safety Communications System Amended and Restated Integration Agreements with Alpena County, and

BE IT FURTHER RESOLVED that the Alpena County Administrator and/or Chairman of the Board of Commissioners are authorized to sign the aforementioned Agreements.

Moved by Commissioner LaHaie and supported by Commissioner Fournier to adopt Resolution #24-24 as presented. Motion carried.

AIRPORT TRUCK REPAIRS

Airport Manger Steve Smigelski presented two quotes to repair the 2011 Ford truck at the airport. The truck was purchased with Federal Airport Improvement Program monies. As the truck is getting older it is requiring maintenance. There are enough funds in the Airport Vehicle Maintenance budget to cover the cost of repairs. R Auto discovered the timing chain cover was leaking and included that charge in the estimate provided. Dean Arbour did not include that cost in their estimate.

Moved by Commissioner LaHaie and supported by Commissioner Fournier to recommend approval of the quote from R Auto to repair the 2011 Ford at the airport as presented. Roll call vote was taken:

AYES: Commissioners LaHaie, Bray, Fournier, Francisco, and Kozlowski. NAYS: None. Commissioners Ludlow, Peterson, and Konarzewski, excused. Motion carried.

ACTION ITEM #8: Recommendation to approve the quote from R Auto in the amount of \$8,848.09 to repair the Airport's 2011 Ford F350 with funding to come from the Airport Vehicle Maintenance budget as presented.

REPORTS OF REGULAR COMMITTEES

Facilities, Capital & Strategic Planning Committee Update – Chair Kozlowski reported the Committee discussed the pool heat exchanger, fairgrounds truck, and fairgrounds storage fees.

Courts & Public Safety Committee Update – Chair Kozlowski reported the Committee discussed the 2025 Child Care Fund Budget, 911 employees working with Roscommon to help them with their shortage of dispatchers, and the Ambulance Agreement which was sent for legal review.

Airport Committee Update – Nothing new to report.

Personnel Committee Update – Chair Fournier had nothing new to report.

OTHER BOARDS & COMMISSIONS

District #1: Commissioner Bill LaHaie gave an update on the following boards/commissions he represents:

Planning Commission – September meeting was cancelled.

Veterans Affairs Board Liaison – Nothing new to report.

District Health Department #4 – A lot of people do not want to vaccinate their children. Parents can get a waiver after sitting down with a nurse for 15 minutes to allow the kids to get into school.

District #2: Commissioner Dan Ludlow was not present, excused.

District #3: Vacant

District #4: Commissioner Bill Peterson was not present, excused.

District #5: Commissioner Brenda Fournier requested Commissioner LaHaie to report on the Health Department meeting.

District #6: Commissioner Burt Francisco gave an update on the following boards/commissions he represents:

Northeast Michigan Regional Entity – The NMRE Board approved a request for continuation of funding for Catholic Human Services.

Opioid Update – Attended the meeting last week with Administrator Osmer. Discussion was made to establish a more specific committee for opioid funding disbursement.

District #7 Commissioner Travis Konarzewski was not present, excused.

District #8 Commissioner John Kozlowski gave an update on the following boards/commissions he represents:

NE MI Consortium – Sent out the NE MI Consortium meeting information packet to the board.

Northeast Michigan Materials Management Authority (NMMMA) – Meeting will take place on Thursday.

OPIOID PARTNERS COMMITTEE

Administrator Osmer reported this board is to appoint an Opioid Committee which has not yet been done and recommended appointing a four-member board.

Moved by Commissioner Francisco and supported by Commissioner LaHaie to recommend approval to establish an Opioid Steering Committee as presented. Motion carried.

ACTION ITEM #9: Recommendation to approve the Board of Commissioners establish an Opioid Steering Committee to review and recommend the disbursement of Opioid Settlement Funds as presented.

MOA CHIEF FINANCIAL OFFICER LETTER

Commissioner Francisco presented a CFO letter for the Montmorency, Oscoda, Alpena Landfill for approval. It is a requirement every year that after the financials and audit are done the counties recommit to the authority that should the landfill cease to operate the counties involved would be responsible for the financial closing of the landfill. This is a reoccurring event.

Moved by Commissioner LaHaie and supported by Commissioner Francisco to recommend approval of the CFO Letter for the MOA Landfill as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Bray, Fournier, Francisco, and Kozlowski. NAYS: None. Commissioners Ludlow, Peterson, and Konarzewski, excused. Motion carried.

ACTION ITEM #10: Recommendation to approve the Montmorency, Oscoda, Alpena Landfill Chief Financial Officer letter and all pertaining documents upon attorney approval and authorize the Chairman of the Board to sign all pertaining documents.

MERCHANTS BUILDING RENTAL

Administrator Osmer reported a non-profit group had contacted him and would like to hold a winter craft show in the Merchant's Building. They have chosen the Animal Control Shelter to receive the proceeds.

Moved by Commissioner Fournier and supported by Commissioner Bray to approve the use of the Merchant's Building for a winter craft show for a fee of \$100 as presented. Motion carried.

ACTION ITEM #11: Recommendation to approve the use of the Fairgrounds Merchant Building for a Winter Craft Show with proceeds going to the Animal Control Shelter for a fee of \$100 as presented.

MEDICAL EXAMINER FEE INCREASE

Administrator Osmer reported the Medical Examiner's Office is requesting a contractual increase in investigator per case fees to take effect for the 2025 calendar year totaling \$1,852.

Moved by Commissioner LaHaie and supported by Commissioner Francisco to approve the Medical Examiner investigator per case fee increase as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Bray, Fournier, Francisco, and Kozlowski. NAYS: None. Commissioners Ludlow, Peterson, and Konarzewski, excused. Motion carried.

ACTION ITEM #12: Recommendation to approve the Medical Examiner investigator per case fee increase in the amount of \$1,852 to take effect for the 2025 calendar year as presented.

FAIRGROUNDS STORAGE RATES

Administrator Osmer reported the storage rates at the fairgrounds are considerably less than area competitor rates.

Moved by Commissioner LaHaie and supported by Commissioner Francisco to recommend approval of the fairgrounds storage rate increases as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Bray, Fournier, Francisco, and Kozlowski. NAYS: None. Commissioners Ludlow, Peterson, and Konarzewski, excused. Motion carried.

ACTION ITEM #13: Recommendation to approve an increase in fairgrounds storage rates effective immediately as follows:

- **\$10 to \$15 per day for each day not removed after deadline**
- **\$10 to \$40 for any mid-season opening per occurrence**
- **\$1.75 to \$2.50 per square foot**

DHD4 FUNDS TRANSFER

Administrator Osmer reported Denise Bryan with DHD4 had reached out to him regarding the transfer of DHD4 funds from the County to the DHD4. The County currently acts as a passthrough for the other counties under DHD4. They would like to manage their own funds, which would relieve work from the Treasurer's Office. Denise reported the Stabilizing Fund will keep DHD4 connected with the County on an annual basis.

Moved by Commissioner LaHaie and supported by Commissioner Bray to recommend approval to transfer the DHD4 funds as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Bray, Fournier, Francisco, and Kozlowski. NAYS: None. Commissioners Ludlow, Peterson, and Konarzewski, excused. Motion carried.

ACTION ITEM #14: Recommendation to approve the transfer of DHD4 funds in the amount agreed upon by both parties as of September 30, 2024, to District Health Department #4 and allow them to manage their funds going forward as presented.

**Administrator Osmer reported the GPS Clock is connected to the atomic clock and runs the servers throughout 911 to make sure all equipment is on the same time and everything is concise for accurate reporting. The new clock cost less than the original clock that was replaced. Commissioner Francisco changed his NAY vote to AYE to approve the bills as presented.

PUBLIC COMMENT

Gordon Silkworth, an Alpena County resident, reported they had asked the library to move the books behind the counter and they refused to do so. The X-rated books for children are no good and this seems to be the agenda of possibly one individual.

ADJOURNMENT

Moved by Commissioner LaHaie and supported by Commissioner Bray to adjourn the meeting. Motion carried. The meeting was adjourned at 7:15 p.m.

John Kozlowski, Chairman of the Board

Keri Bertrand, County Clerk

kvm