

FINANCE WAYS & MEANS COMMITTEE
DRAFT MEETING MINUTES
Tuesday, May 9, 2023 – 9:30 a.m.
Howard Male Conference Room/Zoom Room

Commissioners Present: Bill Peterson, Chair
Burt Francisco, Vice Chair
William LaHaie
Jesse Osmer
Brenda Fournier
Travis Konarzewski
John Kozlowski

Others Present: Mary Catherine Hannah, County Administrator
Lynn Bunting, County Board Assistant
Keri Bertrand, County Clerk
Kim Ludlow, County Treasurer
Wes Wilder, County Maintenance Superintendent
Ted Somers, Equalization Department (zoom)
Steve Schulwitz, The Alpena News
Sheriff Erik Smith
Cynthia Muszynski, Prosecutor
Jennifer Mathis, County HR Specialist
Phil Heimerl, True North Radio (zoom)
Amanda Repke, Deputy Treasurer (zoom)
Michelle McGirr, Deputy Clerk (zoom)
Kim Schultz, Family Division Referee (zoom)
Kim MacArthur, County Board Assistant (zoom)
Christie Williams, Deputy Clerk (zoom)
Catherine Murphy, Register of Deeds (zoom)
Adam Poll
Robin LaLonde (zoom)
Bob Adrian
Chrissy Deletka, District Court Administrator
Nicki Janish, Home Improvement Director
Sgt. Christina Bednarski, Sheriff's Office
Laura Emery-Somers, Charter Township of Alpena Treasurer (zoom)
Cindy Cebula, Chief Deputy Treasurer (zoom)
Steve Smigelski, Airport Manager (zoom)
Steve Mousseau, IT Director

CALL TO ORDER

Finance Chair Burt Francisco called the meeting to order at 9:30 a.m.

ROLL CALL

Roll call vote was taken: All committee members present. Jesse Osmer, absent until after roll call vote to pay bills.

PLEDGE OF ALLEGIANCE TO THE UNITED STATES OF AMERICA

ADOPT AGENDA

Moved by Commissioner John Kozlowski and supported by Commissioner Bill LaHaie to approve the agenda as presented. Motion carried.

PUBLIC COMMENT

None.

BILLS TO PAY

County Clerk Keri Bertrand presented the bills to pay.

	SUBMITTED:	APPROVED:
General Funds & Other Funds	\$ 81,240.32	\$ 81,240.32

Finance Chair Francisco recommended pulling the Parks & Recreation Bills (208 Fund) from the County bills as they will be presented to the Parks & Recreation Board for approval. Moved by Commissioner LaHaie and supported by Commissioner Peterson to pull the Parks & Recreation bills 208 Fund and pay the rest of the bills as submitted. Roll call vote was taken: AYES: Commissioners LaHaie, Peterson, Fournier, Konarzewski, Kozlowski, and Francisco. NAYS: None. Commissioner Jesse Osmer, excused. Motion carried.

INFORMATION ITEM: Sgt. Christina Bednarski, Jail Administrator, presented the proposal of the Jail Medical Provider Contract with Advanced Correctional Healthcare for approval. Sgt. Bednarski recommended to keep the current contract with Advanced Correctional Healthcare as they cover a lot of the state and has excellent service. Sgt. Bednarski informed the committee that the proposal option she recommends would be without some services but will be lower and her team is willing to take on the items not covered. Commissioner Jesse Osmer present. Moved by Commissioner Peterson and supported by Commissioner Fournier to recommend the action item below as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Osmer, Peterson, Fournier, Konarzewski, Kozlowski, and Burt Francisco. NAYS: None. Motion carried.

ACTION ITEM #2: The Committee recommends approval of the proposed renewal contract with Advanced Correctional Healthcare for services at the County Jail with the proposed reduced rate of \$185,999.00 (04/01/23 to 03.31.24) as presented.

INFORMATION ITEM: Chrissy Delekta, District Court Administrator, presented the GPS Enrollment Invoices for payment approval reporting they submit to the state quarterly for reimbursement and this will be a reimbursable expense for the County. Chrissy clarified that the \$75 fee is for the enrollment fee only. Moved by Commissioner Kozlowski and supported by Commissioner Konarzewski to recommend the action item below as presented Roll call vote was taken: AYES: Commissioners LaHaie, Osmer, Peterson, Fournier, Konarzewski, Kozlowski, and Burt Francisco. NAYS: None. Motion carried.

ACTION ITEM #3: The Committee recommends approval of the two Invoices submitted for payment in the total amount of \$150 (\$75 each for 5 participants per year)) of GPS Enrollment from District Court to provide GPS tether or alcohol monitoring unit set up with monies to be paid out of

the Drug Court Budget line item #101-299-802.00 as presented. This will be submitted for reimbursement by state grant funds.

INFORMATION ITEM: Steve Smigelski, Airport Manager, presented the Primary Airport Services Invoice for payment approval reporting and this is a refundable expense by the FAA for the County. Moved by Commissioner Osmer and supported by Commissioner LaHaie to recommend the action item below as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Osmer, Fournier, Francisco, Konarzewski, Kozlowski, and Bill Peterson. NAYS: None. Motion carried.

ACTION ITEM #4: The Committee recommends approval to pay the Primary Airport Services Invoice#1132-06 of \$1,498.75 and Invoice #1102-33 of \$119.90 to be paid from 295-000-383.000 PFC Charges Reserve expense line item #295-595-805.000. These in submissions, closeouts, or generation of Notice to Collect PFC Charges for the airlines. All work done by Primary Airport Services is 100% refundable by the FAA as Administrative Costs.

INFORMATION ITEM: Ted Somers, Equalization Director, presented the Summer Tax Rate for 2023 and Resolution #23-11 for approval reporting that the millage is the same as last year and this Summer Tax Rate is done annually. Moved by Commissioner Osmer and supported by Commissioner Peterson to waive reading of the resolution. Motion carried.

RESOLUTION #23-11

Dated: May 9, 2023

THE HONORABLE BOARD OF COMMISSIONERS:

RESOLUTION IMPOSING 2023 SUMMER PROPERTY TAX LEVY PURSUANT TO PUBLIC ACT 357 OF 2004 AND NOTICE OF CERTIFICATION OF COUNTY ALLOCATED TAX LEVY.

WHEREAS, Alpena County is authorized under the General Property Tax Act, Public Act 206 of 1893, as amended to levy and collect County allocated property taxes; and

WHEREAS, the General Property Tax Act has been amended by Public Act 357 of 2004, being MCL 211.44a, to require all Michigan Counties to impose a summer tax levy.

BE IT FURTHER RESOLVED that pursuant to Public Act 357 of 2004, the Alpena County allocated tax shall be levied and collected on July 1, 2023, allocated after application of the "Headlee" millage reduction fraction, of 4.7763 mills for summer tax levy.

BE IT FURTHER RESOLVED, that the Treasurer of each City and Township in Alpena County is directed to account for and deliver the County allocated tax collections for 2023 in accordance with the provisions of Public Act 357 of 2004; and

BE IT FURTHER RESOLVED that this Resolution constitutes certification of the levy of County allocated tax on July 1, 2023, allocated after application of the "Headlee" millage reduction fraction, of 4.7763 mills for summer.

NOW, THEREFORE, BE IT RESOLVED that the total 2023 millage rate for July 1st, 2023 for Alpena County of 4.7763 is hereby adopted; and

BE IT FURTHER RESOLVED that the 2022 Alpena County July levy shall be as follows:

Totals: 4.7763

BE IT FURTHER RESOLVED, that the County Clerk shall deliver a copy of this resolution by first-class mail to the Treasurer of each City and Township in Alpena County, and

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners and the County Clerk be authorized to sign the form L-4029, 2023 Tax Rate Request with the above mentioned millages, and

NOW THEREFORE BE IT HEREBY RESOLVED, that this Resolution be adopted by the Alpena County Board of Commissioners, at the regular meeting on May 9, 2023.

Moved by Commissioner Fournier and supported by Commissioner Osmer to approve the 2023 Equalization Report and adopt above Resolution #23-11 as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Osmer, Peterson, Fournier, Konarzewski, Kozlowski, and Burt Francisco. NAYS: None. Motion carried.

INFORMATION ITEM: Nicki Janish, Home Improvement Director, presented the USDA Rural Development Housing Preservation Grant (HPG) 2023 Grant Application for approval reporting that the deadline to apply is June 5, 2023 but needs to public to the public before May 20, 2023 as a requirement of the grant application process. Nicki informed the committee that the 2023 HPG Grant would be utilized for emergency repair projects. Moved by Commissioner Peterson and supported by Commissioner Konarzewski to approve the below action item as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Osmer, Peterson, Fournier, Konarzewski, Kozlowski, and Burt Francisco. NAYS: None. Motion carried.

ACTION ITEM #6: The Committee recommends approval of the USDA Rural Development Housing Preservation Grant (HPG) 2023 Grant Application in the amount of \$100,000 with an Organizational Match of \$75,000 and no County match. This has been sent for Grant Review Committee approval.

INFORMATION ITEM: Cynthia Muszynski, Prosecuting Attorney, presented the transfer request to move funds to cover overtime hours in the Prosecutor's Office to work on items removed from storage as requested by the IT Department and will need completed before July of this year.

Moved by Commissioner Peterson and supported by Commissioner LaHaie to approve the below action item as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Osmer, Peterson, Fournier, Konarzewski, Kozlowski, and Burt Francisco. NAYS: None. Motion carried.

ACTION ITEM #7: The Committee recommends approval of the

Prosecuting Attorney's transfer request and authorize the Treasurer to move \$2,000 from personnel line item #101-296-703.002 to the overtime line item #101-296-708.000 to pay overtime in the Prosecutor's Office to delete and reorganize data in their office.

COUNTY TREASURER

Treasurer Kim Ludlow presented the monthly report for April 2023. The budget should be at 32.88%. Revenues are at 22.83% and Expenditures are at 34.95%. Moved by Commissioner Fournier and supported by Commissioner Kozlowski to approve receiving and filing of the monthly Treasurer's Report for April 2023 as presented. Motion carried.

COUNTY ADMINISTRATOR

Administrator Hannah presented the Youth & Recreation Grant Application for 2024 - APlex Expansion for a proposed pool project for approval reporting this application has been submitted as the deadline was May 1, 2023. Administrator Hannah informed the committee that if they do not approve, she can have the application removed. Administrator Hannah reported that the pool committee will be meeting next week to make a recommendation from the RFP received for the pool project. Moved by Commissioner Peterson and supported by Commissioner Konarzewski to recommend the action item below as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Osmer, Peterson, Konarzewski, and Burt Francisco. NAYS: Commissioners Fournier and Kozlowski. Motion carried.

ACTION ITEM #8: The Committee recommends approval of the 2024 Youth & Recreation Grant Application for the APlex Expansion - Pool, Conceptual Design Services in the amount of \$30,000 with an Organizational Match of \$50,000 and a County Match up to \$10,000 with a total budget of \$100,000 for this project as presented. This has been sent for Grant Review Committee for review.

Administrator Hannah presented the bid recommendation for the Long Lake Park Boat Launch Project for approval reporting this bid recommendation will also be going to the Parks & Recreation Commission for review and approval. Administrator Hannah informed the board that the highest board approval is the County Board and then after Parks & Recreation Commission approve will submit to the DNR for approval of the bid recommendation. Bob Adrian, Long Lake Park Committee, gave an update to the committee reporting that the Long Lake Park Boat Launch Project has been going on since 2015/2016 and helped put it all together. Moved by Commissioner LaHaie and supported by Commissioner Fournier to recommend the action item below as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Osmer, Peterson, Fournier, Konarzewski, Kozlowski, and Burt Francisco. NAYS: None. Motion carried.

ACTION ITEM #9: The Committee recommends approval of the bid selection recommendation from RS Scott Associates from Elmer's Crane and Dozer, Inc. in the amount of \$721,453.00 for the Long Lake Park Boat Launch Project.

INFORMATION ITEM: Administrator Hannah reported that the Northern Lights Arena Financial & Budget Reports from Alpena Rink Management are an informational item only and no action is needed.

MOTION TO RISE & REPORT

Moved by Commissioner Fournier and supported by Commissioner Osmer to rise and report. Motion carried. The committee meeting closed at 10:23 a.m.

FINANCE WAYS & MEANS RECOMMENDATIONS

Board Chairman Peterson presented the Action Items from the Finance Ways & Means Committee for board approval. Moved by Commissioner Osmer and supported by Commissioner LaHaie to approve all the Action Items from the Finance Ways & Means Committee meeting as recommended. Motion carried.

CONSENT CALENDAR

- A) **Approval of the Official Proceedings of the Alpena County Board of Commissioners**
Regular Session – April 27, 2023 (*Minutes only)
- B) **Personnel Committee Meeting Minutes – May 2, 2023**
- C) **Economic Development Committee Meeting Minutes – May 3, 2023**

Moved by Commissioner Fournier and supported by Commissioner LaHaie 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, Osmer, Peterson, Fournier, Konarzewski, Kozlowski, and Burt Francisco. NAYS: None. Motion carried.

BOARD POLL ACTION ITEM – COMMUNITY FOUNDATION

Chair Peterson presented the POLL Action Item for the check received from the Community Foundation Grant that Northeast Michigan Materials Management Authority applied for approval. Moved by Commissioner Konarzewski and supported by Commissioner LaHaie to recommend the below action item. Roll call vote was taken: AYES: Commissioners LaHaie, Osmer, Peterson, Fournier, Konarzewski, Kozlowski, and Burt Francisco. NAYS: None. Motion carried.

ACTION ITEM #12: Approve the County to accept a grant from the Community Foundation of Northeast Michigan in the amount of \$3,000 on behalf of Northeast Michigan Materials Management Authority (to assist in the County Wide Clean Up Day), authorize the County Administrator to execute all necessary documentation, and authorize the Treasurer to pay over those funds to the Northeast Michigan Materials Management Authority (NMMMA).

DISTRICT 3 CANDIDATE INTERVIEWS

Chair Peterson presented District 3 Candidate Robin LaLonde (zoom) and the Commissioners individually asked questions of the candidate.

Chair Peterson presented District 3 Candidate Adam Poll and the Commissioners individually asked questions of the candidate.

Clerk Bertrand asked for a Vote for Appointment of District 3 from each Commissioner:

District 1 Commissioner Bill LaHaie – Adam Poll

District 2 Commissioner Jesse Osmer – Robin LaLonde

District 4 Commissioner Bill Peterson – Adam Poll

District 5 Commissioner Brenda Fournier – Robin LaLonde

District 6 Commissioner Burt Francisco – Robin LaLonde

District 7 Commissioner Travis Konarzewski – Robin LaLonde

District 8 Commissioner John Kozlowski – Robin LaLonde

Clerk Bertrand reported that Robin LaLonde won the majority vote and is the District 3 Commissioner serving the rest of Commissioner Dave Karschnick’s seat starting immediately. The Commissioners welcomed Robin to the board. Robin accepted the appointment and was thankful.

***Next Finance Ways & Means Committee Meeting: Tuesday, June 13, 2023 at 9:30 a.m. in the Howard Male Conference Room/Zoom Room**

ADJOURNMENT

Moved by Commissioner Kozlowski and supported by Commissioner Fournier to adjourn the meeting. Motion carried. The meeting adjourned at 11:12 p.m.

Bill Peterson, Board Chairman

Keri Bertrand, County Clerk

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