

**DRAFT -- OFFICIAL PROCEEDINGS
OF THE
ALPENA COUNTY BOARD OF COMMISSIONERS**

**Full Board Meeting Minutes
October 26, 2021 – 1:00 p.m.
Howard Male Conference Room and Zoom Conference Call**

The Alpena County Board of Commissioners met and was called to order by Chairman Robert Adrian in the County Annex Building, Howard Male Conference Room, Alpena, Michigan and via Zoom Conference Call on Tuesday, October 26, 2021 at 1:00 p.m.

PRAYER

Prayer was offered by Pastor Tim Decker of the Word of Life Baptist Church.

PLEDGE OF ALLEGIANCE

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

ROLL CALL

Roll was called with the following Commissioners present: Don Gilmet, District #1; Robert Adrian, District #2; Dave Karschnick, District #3; Bill Peterson, District #4; Brenda Fournier, District #5; Kevin Osbourne, District #6; Marty Thomson, District #7; and John Kozlowski, District #8.

AGENDA

Moved by Commissioner Karschnick and supported by Commissioner Osbourne to adopt the agenda as presented. Motion carried.

PUBLIC COMMENT

Tom Pelkey addressed the Board to voice his support for the Alpena County Animal Control Office/Officer and shelter staff.

CONSENT CALENDAR

- A) **Approval of the Official Proceedings of the Alpena County Board of Commissioners**
Regular Session – September 29, 2021
Special Session – October 6, 2021

- B) **ARPA Adhoc Committee – September 24, 2021**

C) **Building Maintenance Recreation & Insurance Committee** – October 5, 2021

ACTION ITEM #BMRIC-1: The Committee recommends to authorize County Maintenance Superintendent Wes Wilder to hire an excavator for initial repair of the County Courthouse plumbing (\$26,000 estimate) as presented.

Not approved on Consent Calendar

D) **IT Adhoc Committee** – October 6, 2021

E) **Personnel Committee** – October 12, 2021

ACTION ITEM #PM-1: The Committee recommends to approve a salary up to \$49,900.00 for a new Probate Register, based on experience, as presented.

ACTION ITEM #PM-2: The Committee recommends to approve a Resolution of Tribute to Judge LaCross upon his retirement.

F) **Budget Committee** – October 12, 2021

G) **Airport Committee** – October 14, 2021

ACTION ITEM #AC-1: The Committee recommends the transfer of \$719.40 from line 295-536-625 PFC Equity Fund to 295-536-805 Consulting Services to pay PAS Invoice 1112-12.

ACTION ITEM #AC-2: The Committee recommends the transfer of \$479.60 from line 295-536-625 PFC Equity Fund to 295-536-805 Consulting Services to pay PAS invoice 1102-22.

ACTION ITEM #AC-3: The Committee recommends the transfer of \$179.85 from line 295-536-625 PFC Equity Fund to 295-536-805 Consulting Services to pay PAS invoice 1102-23.

H) **Budget Committee** – October 19, 2021

I) **Court Committee** – October 19, 2021

J) **Finance Committee** – October 20, 2021

ACTION ITEM #FM-1: The Committee recommends we approve the request to increase line item #101-265-921.000 (Lights) by \$45,000 to pay for the lights at the new jail and cover the cost of the lights expense through the rest of 2021 and to authorize the Treasurer to make the necessary budget adjustment for 2021.

ACTION ITEM #FM-2: The Committee recommends we approve the Invoice #34373 from Straley Lamp & Kraenzlein in the amount of \$8,775.00 for Consulting Services of ARPA Funds with monies coming out of line item #214-209-801.000 as presented.

ACTION ITEM #FM-3: The Committee recommends we approve the budget adjustments to cover outside attorney fees and authorize the Treasurer to increase line item #101-200-801.002 by \$8,000 and to approve Invoice #1126836 from Clark Hill in the amount of \$2,345.00 for legal services relating to the new jail agreement with Montmorency County with monies coming out of line item #101-200-801.002 (outside attorney fees) as presented.

ACTION ITEM #FM-4: The Committee recommends we approve the budget adjustments to cover expenses to finish the new Jail Project and authorize the Treasurer to transfer \$45,000 from the Jail Levy Fund expenditure line item #213-301-995.000 and put into the Jail Construction Fund Revenue line item #466-301-699 as presented.

ACTION ITEM #FM-5: The Committee recommends we approve the purchase of a scanner for Probate Court in the amount of \$880 with monies coming out of the Probate equipment line item #402-234-980.251 as presented.

ACTION ITEM #FM-6: The Committee recommends we approve the Third Quarter Budget Adjustments as presented.

K) **Animal Control Adhoc Committee – October 22, 2021**

Moved by Commissioner Peterson and supported by Commissioner Fournier to approve the Consent Calendar which includes actions as listed above and filing of all reports. Roll call vote: AYES: Commissioners Gilmet, Karschnick, Peterson, Fournier, Osbourne, Thomson, Kozlowski and Adrian. NAYS: None. Motion carried.

COUNTY COURTHOUSE PLUMBING REPAIR

Commissioner Thomson presented to the Board regarding Action Item pulled from the Consent Calendar from the Building, Maintenance, Recreation and Insurance Committee meeting regarding hiring an excavator for investigation of the Courthouse plumbing issue. Commissioners Thomson and Kozlowski explained the initial intent on the Committee's part was to dig a section by the building and address any issue able to be discerned.

ACTION ITEM #1: Recommendation to authorize County Maintenance Superintendent, Wes Wilder, to hire an excavator for repair of the County Courthouse plumbing, up to \$26,000, with funds coming from new line item #631-265-975.051, Courthouse Sanitation Repair, as presented.

Moved by Commissioner Thomson and supported by Commissioner Osbourne to approve the above Action Item as presented. Roll call vote was taken: AYES: Commissioners Gilmet, Karschnick, Peterson, Fournier, Osbourne, Thomson, Kozlowski and Adrian. NAYS: None. Motion carried.

RESCIND ACTION ITEM

Commissioner Chairman Adrian presented Board Action Item 092921.28 – Approve Alpena County Animal Control Ordinance Changes to be rescinded as there wasn't an ordinance attached or presented at last month's meeting; the Ordinance will be forthcoming at a future meeting.

ACTION ITEM #2: Recommendation to rescind Board action 092921.28 – Approve Alpena County Animal Control Ordinance changes, as presented.

Moved by Commissioner Peterson and supported by Commissioner Gilmet to approve the above Action Item as presented. Roll call vote was taken: AYES: Commissioners Gilmet, Karschnick, Peterson, Fournier, Osbourne, Thomson, Kozlowski and Adrian. NAYS: None. Motion carried.

2021 ALPENA COUNTY APPORTIONMENT REPORT

Ted Somers, Equalization Director, presented the 2021 Alpena County Apportionment Report.

ALPENA COUNTY BOARD OF COMMISSIONERS RESOLUTION #21-26 APPROVING THE 2021 APPORTIONMENT REPORT PURSANT TO MICHIGAN COMPILED LAW 211.37

WHEREAS, Michigan Compiled Law 211.36 requires each township clerk to submit to the County Clerk on or before September 30 each year a statement which sets forth the amount of money to be raised in the Township by Taxation;

WHEREAS, Michigan Compiled Law 211.37 requires the County Board of Commissioners to hold an apportionment session and approve an Apportionment Report in October of each year;

WHEREAS, at the annual apportionment session, the County Board of Commissioners must examine documents and records submitted to the Board that show the amount of money to be raised by ad valorem levies in each Township for schools, highway, drains, township operations, and all other purposes as authorized by law and required the correction of any defects or omissions with regard to those levies; and

WHEREAS, the action of the County Board of Commissioners concerning the spread of these levies is final, except in situations where a change is made to the equalization of the County through an equalization appeal to the Michigan Tax Tribunal or a Levy passed at the November elections; and

WHEREAS, the action of the County Board of Commissioners for 2021 will be the official authorization for 16 taxing authorities within the County to levy property taxes for 2021, and

WHEREAS, the Alpena County Equalization Department has prepared an Apportionment Report for consideration by the County Board of Commissioners; and

WHEREAS, the proposed Apportionment Report, if approved, will provide final authorization for the levy of property taxes upon which taxing authorities depend to provide educational, health, economic development, public safety, and other services which are important to the well-being of the county's economy and Alpena County Residents; and

NOW, THEREFORE, BE IT RESOLVED that the attached 2021 Apportionment Report showing the millage levies apportioned to various taxing authorities in Alpena County for the year 2021 is hereby approved in accordance with Michigan Compiled Law 211.37; and

BE IT FURTHER RESOLVED that the Alpena Board of Commissioners, under the authority of Michigan Compiled Law 211.37, directs that the millage rates specified in the attached 2021 Apportionment Report for Township, school, highway, drain, and all other purposes as authorized by law shall be spread against the taxable value of properties on the proper assessment rolls of the Townships and Cities in the County.

Moved by Commissioner Fournier and supported by Commissioner Thomson to adopt Resolution #21-26. Roll call vote was taken: AYES: Commissioners Gilmet, Karschnick, Peterson, Fournier, Osbourne, Thomson, Kozlowski and Adrian. NAYS: None. Motion carried.

NEMCSA Annual Report

Frances Ommani, Communication and Development Director at NEMCSA, presented the 2020 NEMCSA Annual Report. They provide programs in 11 counties. They currently employ over 700 employees.

2021 MSU Extension Office Annual Report

Adam Koivisto, MSU Extension Office - District 14 Director, presented the 2021 MSU Extension Office Annual Report. Adam also included the Addendum to the 2021 MSU annual report, which lists the classes attended by citizens of Alpena County.

TRANSFER OF FUNDS

Bonnie Friedrichs, County Clerk, presented a request to the Board to transfer \$10,000.00 from her office's CPL Fund to (to the general fund and then to clerks expenditure for \$10,000) to pay for full-time position in her office.

ACTION ITEM #3: Recommendation to authorize the Treasurer to transfer \$10,000.00 from line item #263-215-995.001 (CPL Fund) to line item #101-215-699 (General Fund Clerk Revenue) and increase expenditure budget by \$10,000.00 for line item #101-215-801, as presented.

Moved by Commissioner Gilmet and supported by Commissioner Fournier to approve the above Action Item as presented. Roll call vote was taken: AYES: Commissioners Gilmet, Karschnick, Peterson, Fournier, Osbourne, Thomson, Kozlowski and Adrian. NAYS: None. Motion carried.

WAIVE FEE FOR ASSIGNMENT OF NEW ADDRESSES

Mary Catherine Hannah, County Administrator, informed the Board of discovery of incongruent addresses, identified via Equalization Department and Central Dispatch. These discrepancies are, for example, the result of property splits, successive house numbers assigned decades ago without consideration for future property splits and apartments without their own house number. Administrator Hannah explained Central Dispatch is currently in the process of pinning addresses on GPS maps to assist fire, police and EMS responders during an emergency and matching an address to a specific building at a precise location is vital. She explained that new addresses will need to be issued to resolve these situations. The new addresses will not alter the property's legal description, only the physical address. As each case is resolved, information will be communicated through appropriate channels to ensure revisions are properly recorded. Currently, the County's fee schedule lists a \$25.00 charge for assignment of a new address. Ms. Hannah is requesting to waive this fee for property owners affected by this situation.

ACTION ITEM #4: Recommendation to authorize the Equalization Director to waive the \$25.00 fee for assigning a new address to properties involved in the Equalization/Central Dispatch address verification project, as presented.

Moved by Commissioner Thomson and supported by Commissioner Gilmet to approve the above Action Item as presented. Roll call vote was taken: AYES: Commissioners Gilmet, Karschnick, Peterson, Fournier, Osbourne, Thomson, Kozlowski and Adrian. NAYS: None. Motion carried.

CENTRAL TOWER PROJECT

Mark Hall and Jessica Spindler, Tele-Rad, provided a presentation regarding a Central Tower Project to improve public safety radio communication. Jessica informed those present that computer modeling on the 190-foot tower is showing a better coverage for portable radios (first responders) beyond what was expected as well as improved reception/transmission inside steel and concrete buildings. The project hinges on approval to use ARPA funds for the down payment and approval by the City for a zoning variance (height of the tower).

ACTION ITEM #5: Recommendation to approve the County Administrator and Emergency Services Coordinator to move forward with researching the Central Tower Project (option 3 at approximately \$1.3 million with a \$500,000 down payment from the ARPA funds and a yearly payment of \$91,785.28 paid from Ambulance/First Responder Millage [\$75,000.00] and 911 Surcharge 911 Budget Tower Expense [\$16,785.28]) pending final vetting for ARPA funding and City zoning approval, as presented.

Moved by Commissioner Karschnick and supported by Commissioner Osbourne to approve the above Action Item as presented. Roll call vote was taken: AYES: Commissioners Gilmet, Karschnick, Peterson, Fournier, Osbourne, Thomson, Kozlowski and Adrian. NAYS: None. Motion carried.

ARPA FUNDS TRANSFER

Chairman Adrian presented a recommendation to the Board regarding transfer of ARPA funds.

ACTION ITEM #6: Transfer the 2020 Lost Revenue of \$799,100.00 (expenditure line item 214-209-995.000 Transfers to Other Funds) from the ARPA Fund 214 to the General Fund 101 (revenue line item 101-969-699.009 Transfer from ARPA Fund) to cover most of the Sheriff Office payroll expenditures for April 1 thru August 27, 2021, as presented.

Moved by Commissioner Gilmet and supported by Commissioner Peterson to approve the above Action Item as presented. Roll call vote was taken: AYES: Commissioners Gilmet, Karschnick, Peterson, Fournier, Osbourne, Thomson, Kozlowski and Adrian. NAYS: None. Motion carried.

PUBLIC COMMENT

Sheriff Kieliszewski informed the Board of seven inmates currently infected with COVID. His staff are doing their best to limit exposure and spread of the virus.

ADJOURNMENT

Moved by Commissioner Thomson and supported by Commissioner Fournier to adjourn. Motion carried. The meeting adjourned at 2:39 p.m.

Robert Adrian, Chairman of the Board

Bonnie Friedrichs, County Clerk