

FACILITIES, CAPITAL & STRATEGIC PLANNING COMMITTEE  
DRAFT - MEETING MINUTES  
Wednesday, August 21, 2024 – 9:00 a.m.  
Howard Male Conference Room/Zoom Room

Commissioners Present: Travis Konarzewski, Chair  
Brenda Fournier  
Bill LaHaie  
John Kozlowski (zoom)

Others Present: Jesse Osmer, County Administrator  
Kim MacArthur, Board Assistant  
Wes Wilder, Maintenance Superintendent  
Sheriff Erik Smith  
Tom Pelkey, Friends of Animal Control  
Nicki Janish, Home Improvement Director

CALL TO ORDER

Chair Travis Konarzewski called the meeting to order at 9:00 a.m.

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

ADOPT AGENDA

Chair Konarzewski presented the agenda for approval. Motion by Commissioner Fournier and supported by Commissioner LaHaie to approve the agenda with the addition of discussion on the Health Department building as presented. Motion carried.

PUBLIC COMMENT:

Michael Kramer of Alpena appreciates the leadership and struggles that the board has gone through. He supports their work and is willing to help in any way needed.

Nonie Muller of Alpena offered to help the board with fact finding, research and anything practical she can assist with.

INFORMATION ITEM: Sheriff Erik Smith presented a request from the Friends of the Alpena Animal Control for approval to put up a lean-to on the Animal Control Shelter. The lean-to would be funded and constructed by the Friends of the Alpena Animal Control with the purpose of preventing water from pooling in front of the building and seeping through the front doors. The proposed lean-to would be 26' across the front; 6' deep; 8' high attached to the building. There would be no cost to the county, unless a new permit is required, and would be constructed under the direction of licensed builder Tom Pelkey. Currently, the Shelter has an open permit for the roof replacement and Maintenance Superintendent Wes Wilder will inquire about the same permit being used for the lean-to.

Motion was made by Commissioner LaHaie and supported by Commissioner Fournier to recommend approval of the construction of a lean-to on the Animal Control Shelter building as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Fournier, and Konarzewski. NAYS: None. Motion carried.

**ACTION ITEM #1: The Committee recommends approval for the Friends of the Alpena Animal Control to construct a lean-to on the front of the Animal Control Shelter at no cost to the county (unless a new permit is required) to prevent water from pooling in front of the building and seeping through the front doors as presented.**

INFORMATION ITEM: Maintenance Superintendent Wes Wilder updated the Committee on the following projects:

1. Merchants Building: Project is complete.
2. Repair Racetrack Fence: Old boards have been removed and replaced. Prep and paint are about 75% complete. Work will continue.
3. HVAC at MDOT Building: Control Solutions has informed Wes that the County will need to hire an engineer to look at that system to determine the best course of action going forward. An engineer has been contacted who looked at the building plans sent to him, and he is working with Control Solutions to develop a plan to make the necessary repairs.
4. 711 Building: Project is complete.
5. Health Department Circulating Pump: Project is complete.
6. Animal Control Shelter Roof: Roof is in the process of being replaced.
7. Caretaker's House Deck Repair: Deck has been repaired.
8. Heat Exchanger for Pool Boiler: The heat exchanger for the pool boiler has developed a hole in it. Control Solutions provided a proposal for replacement of just the heat exchanger in the amount of \$18,475.00 and for the replacement of the boiler including the heat exchanger in the amount of \$35,950.00.

Moved by Commissioner Fournier and supported by Commissioner LaHaie to table and move to the Full Board meeting for further discussion. Motion carried.

9. Health Department Trees: There are three large dead trees that need to be removed from the Health Department property that could fall and cause damage to the building and/or vehicles.

INFORMATION ITEM: Administrator Osmer reported the Health Department has asked for a list of repairs and maintenance be done to the building with an estimated cost totaling \$50,000.00. The items include repairing a crack in the hallway floor, installing a door in the hallway for security purposes, realignment of 3 door frames, a section of new flooring, and parking lot repairs. Per the agreement, the money the Health Department pays in is meant to cover repairs and upgrades.

Motion was made by Commissioner LaHaie and supported by Commissioner Fournier to recommend approval of the repairs to the Health Department building not including the flooring

and parking lot as presented. Roll call vote was taken: AYES: Commissioner LaHaie, Fournier, and Konarzewski. NAYS: None. Motion carried.

Discussion was made on the process for receiving bids.

**ACTION ITEM #2: The Committee recommends approval to begin the minor repairs and maintenance to the District Health Department building. A Request for Quotes will be developed for the parking lot and flooring to get bids out and will be sent to the Full Board for approval as presented.**

INFORMATION ITEM: Chair Konarzewski presented the Recycling Monthly Reports for review and approval. Motion was made by Commissioner and supported by Commissioner to receive and file the Recycling Reports as presented. Motion carried.

INFORMATION ITEM: Chair Konarzewski presented July's Fairground Manager Monthly Reports for review. Motion was made by Commissioner LaHaie and supported by Commissioner Fournier to receive and file July's Fairground Manager Monthly Reports as presented. Motion carried.

**PUBLIC HEARING: Community Development Block Grant (CDBG) Program Income Funding for Emergency Repair**

Public Hearing Open for Public Comment at 9:32 a.m.  
No Comment.

Public Hearing Closed for Public Comment at 9:32 a.m.

**PUBLIC HEARING CLOSED**

**\*Next Meeting: Wednesday, September 18, 2024, at 9:00 a.m. in the Howard Male Conference Room/Zoom Room**

**ADJOURNMENT**

Motion to adjourn the meeting was made by Commissioner LaHaie and supported by Commissioner Fournier. The meeting adjourned at 9:32 a.m.

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Travis Konarzewski, Chair

kvm