

FINANCE WAYS & MEANS COMMITTEE
MEETING MINUTES
Tuesday, January 14, 2025 – 9:30 a.m.
Howard Male Conference Room/Zoom Room

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

Others Present: Keri Bertrand, County Clerk
Cindy Cebula, County Treasurer
Jesse Osmer, County Administrator
Sheriff Erik Smith
Kim Elkie, EM/E911 Director

CALL TO ORDER

Board Chairman John Kozlowski called the meeting to order at 9:30 a.m.

ROLL CALL

Roll call was taken: All committee members present except Commissioners Peterson and Konarzewski, excused.

PLEDGE OF ALLEGIANCE TO THE UNITED STATES OF AMERICA

ADOPT AGENDA

Moved by Commissioner LaHaie and supported by Commissioner Bray to adopt the agenda with removal of “Letter of Support for 3rd Ave”. Motion carried.

PUBLIC COMMENT

None.

BILLS TO PAY

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

	SUBMITTED:	APPROVED:
General Funds & Other Funds	\$253,074.31	\$253,074.31

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

COUNTY TREASURER MONTHLY REPORTS

INFORMATION ITEM: Treasurer Cindy Cebula presented the monthly reports for December 2024.

Moved by Commissioner Ludlow and supported by Commissioner Fournier to approve receiving and filing of the monthly Treasurer's Report for December 2024 as presented. Motion carried.

INFORMATION ITEM: Chairman Kozlowski presented and read Resolution #25-02 Waive Collection Fees of Senior Citizens for approval.

Moved by Commissioner LaHaie and supported by Commissioner Bray to approve adopting Resolution #25-02 as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Fournier, Britton, and Kozlowski. NAYS: None. Commissioners Peterson and Konarzewski, excused. Motion carried.

ACTION ITEM #3: The Committee recommends approval to adopt Resolution #25-02 to Waive Collection Fees for Senior Citizens as presented.

INFORMATION ITEM: County Administrator Jesse Osmer presented a revised 2025 Budget for the Alpena County Plaza Pool for approval.

Moved by Commissioner LaHaie and supported by Commissioner Britton to approve the revised 2025 Budget for the Alpena County Plaza Pool as presented. Motion carried.

ACTION ITEM #4: The Committee recommends approval of the revised 2025 Budget for the Alpena County Plaza Pool as presented.

BUDGET ADJUSTMENTS

1. Budget Adjustments – Airport

ACTION ITEM #5: The Committee recommends approval to transfer \$2,000 from the MDOT HVAC Control line item 295-595-729.001 and \$2,000 from 295-595-933.002 Runway Maintenance into Overtime Wages line item 295-595-708.000 as presented.

Moved by Commissioner LaHaie and supported by Commissioner Bray to approve the Airport Budget Adjustment as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Fournier, Britton, and Kozlowski. NAYS: None. Commissioners Peterson and Konarzewski, excused. Motion carried.

ACTION ITEM #6: The Committee recommends approval to transfer \$10,000 from the Airport Cash Savings line item 295-000-002 into the Overtime Wages line item 295-595-708 due to an oversight while going through the budget process.

Moved by Commissioner Britton and supported by Commissioner Fournier to approve the Airport Budget Adjustment as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Fournier, Britton, and Kozlowski. NAYS: None. Commissioners Peterson and Konarzewski, excused. Motion carried.

2. Budget Adjustments – 911

ACTION ITEM #7: The Committee recommends approval to carryover \$36,125 Ambulance Fund Expenditures (261-325-970.003) budgeted and not spent in 2024 to the same line item in the 2025 budget as presented.

Moved by Commissioner Bray and supported by Commissioner Britton to approve the E911 Budget Adjustment as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Fournier, Britton, and Kozlowski. NAYS: None. Commissioners Peterson and Konarzewski, excused. Motion carried.

ACTION ITEM #8: The Committee recommends approval to carryover \$59,388 Central Square Dispatch Equipment (261-325-991.001) budgeted and not spent in 2024 to the same line item in the 2025 budget as presented.

Moved by Commissioner Britton and supported by Commissioner Ludlow to approve the E911 Budget Adjustment as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Fournier, Britton, and Kozlowski. NAYS: None. Commissioners Peterson and Konarzewski, excused. Motion carried.

INFORMATIONAL – POLL VOTES

Home Improvement Poll from 12/23/2024

POLL VOTE ACTION ITEM #1: Recommendation to transfer \$56,842.43 from line item 276-703-830.000 to line 101-690-635.000 as presented.

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

Treasurer’s Office Poll

POLL VOTE ACTION ITEM #2: Recommendation to approve the County Treasurer complete the 2025 Budgeted Transfers as listed below and to pay the Motorola Solutions Invoice #33159 in the amount of \$89,780.00 as presented.

Airport (295) to	Airport Debt Fund (381)	\$106,153.00
General Fund (101-969) to	Child Care (292)	\$200,000.00
Ambulance (210) to	Central Tower Debt (372)	\$ 75,000.00
Ambulance (210) to	E911 (261)	\$ 60,500.00
E911 (261) to	Central Tower Dept (372)	\$ 15,000.00
711 Bldg (245) to	General Fund (101-969)	\$ 15,000.00
District Health Dept Bldg (246) to	General Fund (101-969)	\$ 15,000.00
Self-Insurance Fund (677) to	E911 (261)	\$ 4,000.00
Self-Insurance Fund (677) to	General Fund (101-969)	\$ 76,000.00

Previous roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Britton, and Kozlowski. Motion carried.

Commissioner Fournier voted aye during the meeting. Commissioners Peterson and Konarzewski, excused.

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 Minutes from the following meetings for board approval.

- A) **Approval of the Official Proceedings of the Alpena County Board of Commissioners**
Regular Session – December 17, 2024 (*Minutes only)
- B) **Approval of the Official Proceedings of the Alpena County Board of Commissioners**
Organizational Meeting – January 2, 2025 (*Minutes only)
- C) **Approval of the Official Proceedings of the Alpena County Board of Commissioners**
Special Full Board Meeting – January 2, 2025 (*Minutes only)

Moved by Commissioner Ludlow and supported by Commissioner Bray 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, Fournier, Britton, and Kozlowski. NAYS: None. Commissioners Peterson and Konarzewski, excused. Motion carried.

EQUALIZATION MAINTENANCE AGREEMENT

Chairman Kozlowski presented a memo provided by the Equalization Director recommending a fee increase to the Maintenance Agreement for services provided to the townships for tax roll preparation.

Moved by Commissioner Britton and supported by Commissioner Fournier to approve an increase to the Equalization Maintenance Agreement as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Fournier, Britton, and Kozlowski. NAYS: None. Commissioners Peterson and Konarzewski, excused. Motion carried.

ACTION ITEM #11: Recommendation to approve an increase to the Equalization Department Maintenance Agreement with the Townships beginning with the 2025 billing cycle from \$1.85 per parcel to \$2.00 per parcel due to the cost of supplies increasing for tax roll preparation, printing, folding, inserting tax bills and printing tax rolls as presented.

ATTORNEY FOR LEGAL REPRESENTATION

County Administrator Jesse Osmer reported Attorney Denise Burke had submitted her letter of resignation for legal representation last month. Denise would like to streamline the 60-day notice period and terminate the contract at the end of January. Administrator Osmer recommended putting out the vacancy notice, collecting applications, and depending on the number of applicants, holding a Special Personnel Committee meeting for interviews. If there is only one applicant, they could come before the Full Board for questioning and consideration.

Moved by Commissioner Fournier and supported by Commissioner Britton to approve the hiring process for the upcoming legal representation vacancy as presented. Motion carried.

ACTION ITEM #12: Recommendation to approve the hiring process for an attorney for legal representation as presented.

VETERANS AFFAIRS BOARD APPOINTMENT

Chairman Kozlowski presented the recommendation to reappoint Max Lund to the Veterans Affairs Board.

Moved by Commissioner LaHaie and supported by Commissioner Britton to reappoint Max Lund to the Veterans Affairs Board as presented. Motion carried.

ACTION ITEM #13: Recommendation to reappoint Max Lund to the Veterans Affairs Board for a term beginning immediately to December 31, 2026, as presented.

PUBLIC COMMENT

None.

ADJOURNMENT

Moved by Commissioner Britton and supported by Commissioner Fournier to adjourn the meeting. Motion carried. The meeting was adjourned at 9:54 a.m.

John Kozlowski, Board Chairman

Keri Bertrand, County Clerk

kvm