FINANCE WAYS & MEANS COMMITTEE
MEETING MINUTES
Tuesday, November 10, 2026 – 9:30 a.m.
Howard Male Conference Room/Zoom Room

Commissioners Present:	John Kozlowski, Board Chairman Bill Peterson, Finance Chair William LaHaie Dan Ludlow Lucille Bray Brenda Fournier Todd Britton Travis Konarzewski
Others Present:	Jesse Osmer, County Administrator (zoom) Keri Bertrand, County Clerk Cindy Cebula, Treasurer Sheriff Erik Smith Ted Somers, Equalization Director Sgt. J.P. Ritter, Emergency Manager Cynthia Muszynski, Prosecutor (zoom)

CALL TO ORDER
Chair Bill Peterson called the meeting to order at 9:30 a.m.

PLEDGE OF ALLEGIANCE TO THE UNITED STATES OF AMERICA

ROLL CALL
Roll call was taken. All committee members present.

ADOPT AGENDA
Moved by Commissioner Kozlowski and supported by Commissioner LaHaie to adopt the agenda with removal of the 2027 Budget Presentation and the Second Reading of the 2027 Budget – Out for Public Display. Motion carried.

PUBLIC COMMENT
None.

BILLS TO PAY
Chair Peterson presented the bills to pay for approval.

	SUBMITTED:	APPROVED:
General Funds & Other Funds	$196,117.13	$196,117.13

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

COUNTY TREASURER MONTHLY REPORTS
Treasurer Cindy Cebula presented the monthly financial reports for September 2026.

Moved by Commissioner Britton and supported by Commissioner Fournier to approve receiving and filing the monthly Treasurer's reports for September 2026 as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Fournier, Britton, Konarzewski, Kozlowski, and Peterson. NAYS: None. Motion carried.

REVISED 2026 APPORTIONMENT REPORT

Equalization Director Ted Somers presented a revised 2026 Apportionment Report containing the Veterans Millage that was approved during the November election. The report was presented in October, but with the election the millage was successful, so the report has been revised to include that.

Moved by Commissioner Kozlowski and supported by Commissioner Fournier to approve the revised 2026 Apportionment Report as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Fournier, Britton, Konarzewski, Kozlowski and Peterson. NAYS: None. Motion carried.

> **ACTION ITEM #3: The Committee recommends approval of the revised 2026 Apportionment Report to include the Veteran's Millage passed in the November election as presented.**

COMMUNITY FOUNDATION URGENT NEEDS GRANT AGREEMENT

Emergency Manager Sgt. J.P. Ritter presented a grant agreement for the Community Foundation Urgent Needs Grant. The grant was approved, and the revenue and expense line items have already been set by the Treasurer's Office.

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

> **ACTION ITEM #4: The Committee recommends approval of the Community Foundation Urgent Needs Grant Agreement for Emergency Management in the amount of $5,000 to be used to outfit the Shelter Response Trailer as presented.**

HOME DEPOT GRANT – SUPPLIES FOR SHELTER RESPONSE TRAILER

Sgt. Ritter applied for a Home Deport disaster relief grant for supplies for the response trailer. The grant is for disaster relief, and this request is more for preparation for a disaster. If Home Depot accepts, we will qualify for about $1,500 in basic supplies carried by Home Depot.

Moved by Commissioner Bray and supported by Commissioner Konarzewski to approve applying for the Home Depot grant as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Fournier, Britton, Konarzewski, Kozlowski and Peterson. NAYS: None. Motion carried.

> **ACTION ITEM #5: The Committee recommends approval for the Emergency Manager to apply for a grant with Home Depot to assist with supplies for the Shelter Response Trailer with no county match as presented.**

CENTRAL DISPATCH BUDGET ADJUSTMENT

Chair Peterson presented a budget adjustment request for Central Dispatch for review and approval.

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

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ACTION ITEM #6: The Committee recommends approval of 911's budget adjustment request with an increase of $15,000 to 261-325-708.000 Dispatcher Overtime due to an FMLA covered primarily by overtime. Line item decreases are as follows: $6,000 from 261-325-970.000 E-911 Improvements, $6,000 from 261-325-931.000 Radio & Equipment Maintenance, and $3,000 from 261-325-860.000 Travel Expenses, as presented.

FY 2027 PAYROLL ADJUSTMENTS MEMO

County Administrator Jesse Osmer presented a memo regarding two payroll adjustments for the Prosecutor's Office. Commissioner Kozlowski questioned the Victim Rights Coordinator adjustment which is grant funded and what would happen if the grant doesn't cover the amount needed for this position under policy. Prosecutor Cynthia Muszynski reported there is also a part time position covered under the grant where hours can be adjusted as well. The grant was recently cut by 10% and their part-time employee went from 20 hours to 18 hours a week.

Moved by Commissioner Bray and supported by Commissioner Britton to approve the FY2027 payroll adjustment memo for the Prosecutor's Office as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Fournier, Britton, Konarzewski, and Peterson. NAYS: Commissioner Kozlowski. Motion carried.

ACTION ITEM #7: The Committee recommends approval of the FY2027 Payroll Adjustments memo as presented.

ADOPT 2027 BUDGET POLICY

Administrator Osmer reported two additions have been made to the budget policy for review and approval. The first addition is for no transferring of funds from utility line items in any budget unless approved and the other addition is that the Administrator may approve payment of invoices on behalf of the board, only after the board has either budgeted for or previously approved for those items. The board had expressed concern over the fact that sometimes they would budget for a particular item, and the item would come back two and three times for approval even though the board already approved the project and spending of funds.

Moved by Commissioner LaHaie and supported by Commissioner Kozlowski to approve the FY27 Budget Policy as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Fournier, Britton, Konarzewski, Kozlowski and Peterson. NAYS: None. Motion carried.

ACTION ITEM #8: The Committee recommends approval to adopt the 2027 Budget Policy regarding fiscal policies and that they be part of the 2027 budget as presented.

RISE & REPORT

Moved by Commissioner LaHaie and supported by Commissioner Ludlow to rise and report. Motion carried.

CONSENT CALENDAR

Board Chairman John Kozlowski presented the consent calendar for approval:

A) **Approval of the Official Proceedings of the Alpena County Board of Commissioners** Regular Session – October 27, 2026 (***Minutes only**)

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

AROUND THE CLOCK HEALTHCARE SERVICES CONTRACT AMENDMENT

Administrator Osmer reported that after reviewing records for an unrelated matter, it was discovered the contract with Around the Clock Healthcare for services at the jail was previously approved by the board in the amount of $199,680. There was a mathematical error in the revenue expected and the actual amount of the contract should have been a total of $203,632.

Moved by Commissioner Fournier and supported by Commissioner Konarzewski to approve the amendment to the amount of the Around the Clock Healthcare Services contract as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Peterson, Fournier, Britton, Konarzewski, and Kozlowski. NAYS: None. Motion carried.

ACTION ITEM #9: Recommendation to approve an amendment to the jail medical contract with Around the Clock Healthcare Services effective April 1, 2025, increasing the amount of the contract from $199,680 to $203,632 as presented.

MAINTENANCE CONTRACT WITH TOWNSHIP

Administrator Osmer reported that the township had posted for a need for services such as plowing, yard work, maintenance, and occasional janitorial and small repair work. He submitted a proposal for $95,000 a year for a two-year term and is currently working on a draft contract to go before the township for consideration. It will then come back to this board at the end of the month for consideration and/or approval. If approved, either a part-time or full-time maintenance person would be hired.

Moved by Commissioner Peterson and supported by Commissioner Fournier to approve moving forward with a maintenance agreement with the township as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Peterson, Fournier, Britton, Konarzewski, and Kozlowski. NAYS: None. Motion carried.

ACTION ITEM #10: Recommendation to move forward with a Maintenance Agreement between Alpena County and Charter Township of Alpena in the amount of $95,000 per year for a two-year term as presented.

PUBLIC COMMENT

None.

Commissioner Bray announced that Thunder Bay Transportation sent out a flyer offering safe rides home after dark for the holidays.

CORRESPONDENCE

Chairman Kozlowski reported the board had approved sending out letters to different governmental entities regarding issues with assessing and has heard back from two including the correspondence from Wellington Township. He has a meeting this afternoon with Allen Berg to go over the issues that were found and will have more information to follow.

CLOSED SESSION

The board went into closed session at 9:58 a.m. for discussion on a legal matter and opened session at 10:15 a.m. Roll call was taken. All members present.

ADJOURNMENT

Moved by Commissioner LaHaie and supported by Commissioner Peterson to adjourn the meeting. Motion carried. The meeting was adjourned at 10:15 a.m.

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John Kozlowski, Board Chairman

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Keri Bertrand, County Clerk

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