

**OFFICIAL PROCEEDINGS
OF THE
ALPENA COUNTY BOARD OF COMMISSIONERS
Full Board Meeting Minutes
Thursday, October 30, 2025 – 12:00 p.m.
Howard Male Conference Room/Zoom Room**

CALL TO ORDER

The Alpena County Board of Commissioners met, and the meeting was called to order by Chairman John Kozlowski in the County Annex Building, Howard Male Conference Room, Alpena, Michigan and via Zoom on Thursday, October 30, 2025, at 12:00 p.m.

PRAYER

Prayer was offered by Terry Denmark with First Assembly of God.

PLEDGE OF ALLEGIANCE

Chairman Kozlowski 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: Bill LaHaie, District #1; Dan Ludlow, District #2; Lucille Bray, District #3; Bill Peterson, District #4; Brenda Fournier, District #5; Todd Britton, District #6; and John Kozlowski, District #8. Commissioner Travis Konarzewski, District #7, excused.

AGENDA

Moved by Commissioner Fournier and supported by Commissioner Peterson to adopt the agenda with the following change: 1) Move Special Orders to the end of the meeting. Motion carried.

PUBLIC COMMENT

Ira Wirgau of Maple Lane Road inquired about the laws that were changed at Long Lake Park and if they were going to be redone. Rules were changed without any notification to the campers.

Amy Derosia of Maple Lane Road doesn't feel the campers were notified of the ordinance changes. They would have like to be involved in some of the decisions before they were passed.

Tammy Kish of Partridge Point Road reported that there are many unhappy campers, and they would like to figure out all the unknown with the ordinance.

Matt Barbeau of Ossineke said everyone is here for the same concerns regarding parking boats, their sites, fences for dogs, and rugs.

Sharon Wirgau of Long Rapids Road expressed her concerns about the ordinance changes at the parks and questioned how the ordinance was already passed since this is the first full board meeting that has been held since. Campers have concerns about not having rugs, decks, fences, not being able to park a boat on your lot and they are hoping for reconsideration.

Director of Sunrise Mission Michelle Bailey reported we are experiencing a crisis in homelessness particularly with women, children, and families. The shelter is running at beyond full capacity. NEMCSA is reporting there are currently 130 unsheltered women, children, and individuals in Alpena. Michelle asked the board for their help at the Sunrise Mission and the community.

Bob Lang of Third Avenue has been a seasonal camper at Long Lake Park for almost 10 years. The campers speaking today are concerned with the new rules coming about and are trying to voice their concerns but feel they are being dismissed. A lot of rules are changing and some that are trying to be cut have benefited the park. Bob spoke about a fire safety issue with one of the rules about adding sites. He asked if a compromise can be reached.

FY2026 CHILD CARE FUND BUDGET

Juvenile Officer Janelle Mott presented the FY26 Child Care Fund Budget for review and approval. The fiscal year for the Child Care Fund runs from October 1, 2025, through September 30, 2026. The total budget requested is in the amount of \$1,485,520.00 which is an increase of \$204,800 from last year's request. The increase is both in community-based services and out-of-home care, including foster care and independent living.

Moved by Commissioner Bray and supported by Commissioner Peterson to approve the FY2026 Child Care Fund Budget as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Peterson, Fournier, Britton and Kozlowski. NAYS: None. Commissioner Konarzewski, excused. Motion carried.

ACTION ITEM #1: Recommendation to approve the FY2026 Child Care Fund Budget for Alpena County in the amount of \$1,485,520.00 for the Juvenile Division and authorize the Chairman of the Board to sign as presented.

BILLS TO PAY

Chairman Kozlowski presented the bills to be paid.

	SUBMITTED:	APPROVED:
General Fund & Other Funds	\$58,515.77	\$58,515.77

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

CONSENT CALENDAR

Chairman Kozlowski presented the Consent Calendar with minutes for approval.

A) Finance Ways & Means Committee Meeting Minutes – October 14, 2025

B) Facilities, Capital & Strategic Planning Committee Meeting Minutes – October 15, 2025

ACTION ITEM #FCSPC-1: The Committee recommends approval to advance the contract for consideration to sell the former Boys & Girls Club to the full board pending attorney review and clarifying that there is no environmental cleanup obligation by the county and the county will be given oversight by being made privy to any offers in the process itself as presented.

C) Local Emergency Planning Committee Meeting Minutes – October 16, 2025

D) Local Planning Team Meeting Minutes – October 16, 2025

E) Central Dispatch Committee Meeting Minutes – October 16, 2025

ACTION ITEM #CDC-1: The Committee recommends approval of the Cancellation of Call Policy, as amended.

****Not approved on the Consent Calendar.**

ACTION ITEM #CDC-2: The Committee recommends approval of the Emergency Response Second Call Policy, as presented.

ACTION ITEM #CDC-3: The Committee recommends to approve the Undetermined Jurisdictional Responsibility Policy, as presented.

ACTION ITEM #CDC-4: The Committee recommends to approve the Dispatch of Ambulance Policy, as amended.

****Not approved on the Consent Calendar.**

F) Courts & Public Safety Committee Meeting Minutes – October 20, 2025

ACTION ITEM #CPSC-1: The Committee recommends approval of the Public Defender's Agreement with the Northeast Michigan Regional Public Defender's Office in the amount of \$868,364.05 with monthly installments of \$72,363.67 per month beginning October 1, 2025, and continuing through September 30, 2026, as presented.

ACTION ITEM #CPSC-2: The Committee recommends approval of the MAC Administrator's Agreement with Bill Pfeifer in the amount of \$20,280.00 with monthly installments of \$1,690.00 per month beginning October 1, 2025, and continuing through September 30, 2026, as presented.

ACTION ITEM #CPSC-3: The Committee recommends approval of the Sheriff's request to purchase 13 new AEDs and a trainer with a cost of approximately \$28,000.00 to equip all patrol vehicles, Marine and

ORV patrols, and have an additional AED at the jail as presented. The funding will come from the Ambulance Millage Fund.

INFORMATIONAL

Parks & Recreation Committee Meeting Minutes – September 10, 2025

Moved by Commissioner LaHaie and supported by Commissioner Bray to approve the Consent Calendar which includes actions as listed above and filing of all reports. Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Peterson, Fournier, Britton, and Kozlowski. NAYS: None. Commissioner Konarzewski, excused. Motion carried.

#CDC-1: CANCELLATION OF CALL POLICY

Director of E911 Services Kim Elkie reported there was some confusion on this policy and the title doesn't state that it's a law enforcement policy. The amended policy will be tabled and taken back to the Central Dispatch Committee in January 2026.

#CDC-4: DISPATCH OF AMBULANCE POLICY

Chair Kozlowski reported that if there are bylaws and policies, and the policy states something, we need to follow that policy. The Dispatch of Ambulance Policy states that they will refer to the ambulance as EMS, but the ambulance contract specifically states that the ambulance will be referred to as Alpena County EMS. The amended policy will be tabled and taken back to the Central Dispatch Committee in January 2026.

SHERIFF'S OFFICE BUDGET ADJUSTMENT

Sheriff Erik Smith presented a budget adjustment request to increase line item 101-301-880.001 Community Engagement in the amount of \$5,968.18 to spend the private donations that the Sheriff's Office has received.

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

ACTION ITEM #3: Recommendation to approve the Sheriff's Office budget adjustment request to increase line item 101-301-880.001 Community Engagement in the amount of \$5,968.18 as presented.

2026 OLDER PERSONS GRANT ALLOCATIONS

Older Persons Committee Chairman Craig Zelazny presented the Older Persons Committee recommendations for the 2026 grant allocations. Most of the requests were funded by 95% or more.

Moved by Commissioner LaHaie and supported by Commissioner Fournier to approve the 2026 Older Person's Committee grant allocations as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Peterson, Fournier, Britton, and Kozlowski. NAYS: None. Commissioner Konarzewski, excused. Motion carried.

ACTION ITEM #4: Recommendation to approve the Older Persons Committee recommendations of the 2026 Older Persons grant allocations and authorize the County Administrator and County Clerk to sign all pertaining documents as presented.

2026 YOUTH AND RECREATION GRANT ALLOCATIONS

Youth and Recreation Committee Chairman Tony Suszek presented the Youth and Recreation Committee recommendations for the 2026 grant allocations. At their January 2026 meeting, the committee will be discussing renewing or increasing/decreasing the millage. This year the committee approved \$483,549.00 of the \$589,914.00 requests. They also put \$75,000 contingency funds in for mini grants that would come up during the year for at total budget of \$581,667.00.

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

ACTION ITEM #5: Recommendation to approve the Youth and Recreation Committee recommendations of the 2026 Youth and Recreation grant allocations and authorize the County Administrator and County Clerk to sign all pertaining documents as presented.

MEDICAL EXAMINER CONTRACT INCREASE

County Administrator Jesse Osmer presented a request on behalf of Mid-Michigan Medical Examiner Group for a contractual increase in investigator per case fees in the amount of \$498 to take effect with the 2026 calendar year.

Moved by Commissioner Fournier and supported by Commissioner Britton to approve the contractual increase with Mid-Michigan Medical Examiner Group in the amount of \$498 as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Peterson, Fournier, Britton, and Kozlowski. NAYS: None. Commissioner Konarzewski, excused. Motion carried.

ACTION ITEM #6: Recommendation to approve Mid-Michigan Medical Examiner Group's request for a contractual increase in investigator per case fees in the amount of \$498 to take effect with the 2026 calendar year as presented.

T-HANGAR CONSTRUCTION CONTRACT

Commission Britton abstained before discussion. Administrator Osmer presented the construction contract between the County of Alpena and Meridian Contracting Services, LLC in the amount of \$2,384,481.00 for the construction of two ten-unit t-hangars at the airport. The process was conducted in

the same manner as we always do with sealed bids following the protocol that was set forth. The cost to the county would be approximately \$60,000.00 but should be covered from a backdated reimbursement the airport has coming in.

Moved by Commissioner Peterson and supported by Commissioner LaHaie to approve the construction contract with Meridian Contracting as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Peterson, Fournier, and Kozlowski. NAYS: None. Commissioner Britton, abstained. Commissioner Konarzewski, excused. Motion carried.

ACTION ITEM #6: Recommendation to approve the construction contract between the County of Alpena and Meridian Contracting Services, LLC in the amount of \$2,384,481.00 for the construction of two ten-unit t-hangars at the Alpena County Regional Airport as presented.

RESOLUTION #25-22

Administrator Osmer presented Resolution #25-22 to opt out of PA 152 for 2026 and set custom employee contribution amounts. This is something that the county does each year.

EXEMPTION

RESOLUTION TO ADOPT THE ANNUAL EXEMPTION OPTION AS SET FORTH IN 2011 PUBLIC ACT 152, THE PUBLICLY FUNDED HEALTH INSURANCE CONTRIBUTION ACT

WHEREAS, 2011 Public Act 152 (the “Act”) was passed by the State Legislature and signed by the Governor on September 24, 2011;

WHEREAS, the Act contains three options for complying with the requirements of the Act;

WHEREAS, the three options are as follows:

- 1) Section 3 – “Hard Caps” Option – limits a public employer’s total annual health care costs for employees based on coverage levels, as defined in the Act;
- 2) Section 4 – “80%/20%” Option – limits a public employer’s share of total annual health care costs to not more than 80%. This option requires an annual majority vote of the governing body;
- 3) Section 8 – “Exemption” Option – a local unit of government, as defined in the Act, may exempt itself from the requirements of the Act by an annual 2/3 vote of the governing body;

WHEREAS, the County of Alpena has decided to adopt the annual Exemption option as its choice of compliance under the Act;

NOW, THEREFORE, BE IT RESOLVED the County of Alpena elects to comply with the requirements of 2011 Public Act 152, the Publicly Funded Health Insurance Contribution Act, by adopting the annual Exemption option for the medical benefit plan coverage year January 1, 2026, through December 31, 2026.

Moved by Commissioner Bray and supported by Commissioner Ludlow to adopt the annual exemption option Resolution #25-22 as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Peterson, Fournier, Britton, and Kozlowski. NAYS: None. Commissioner Konarzewski, excused. Motion carried.

OPIOID REMEDIATION FUND STEERING COMMITTEE RECOMMENDATIONS

Administrator Osmer presented a request on behalf of the Opioid Remediation Fund Steering Committee to increase their board by one more member to total six and to amend the board action from December 10, 2024, to extend the current member terms. It was noted that they do not take per diems for these are all volunteers. The applications for new members will come before the Personnel Committee.

Moved by Commissioner LaHaie and supported by Commissioner Britton to approve the Opioid Remediation Fund Steering Committee recommendations as presented. Motion carried.

ACTION ITEM #8: The Opioid Remediation Fund Steering Committee recommends approval to expand their board by one (1) member for a total of six (6) members with terms as presented. The terms will be two-year terms going forward with the following formula used: the two newest appointments to take place this winter will be a one (1) year term commencing on January 1, 2026, and ending on December 31 of the same year; Amend Board Action 12.10.24 #01 and extend members Mary Eagan and Jason Beatty's terms to expire December 31, 2027, and members Vicki Konczak-Miltz and Jennifer Graham's terms to expire December 31, 2028.

POLL VOTE-VEHICLE SALES & TRANSFERS

Chairman Kozlowski presented the following poll vote as an informational:

POLL VOTE ACTION ITEM #1: The motion is to sell the following vehicles:

- 1. 2012 Red Ford F-250 Truck ending in VIN number 7447**
- 2. 2012 Ford E-350 Van ending in VIN number 8394**

The proceeds of the truck will be returned to the Parks & Recreation fund (line item to be created), the proceeds of the van will be returned to the Sheriff's Department (line item #101-301-693.001).

And then, the following trucks will be transferred from Parks & Recreation:

- 1. 2023 White Ford F-250 (ending in VIN 2429) to the Alpena County Sheriff's Department on October 31 at or about 4:30 p.m.**
- 2. 2023 White Chevy Silverado 1500 (ending in VIN 6670) to the Alpena County Grounds & Maintenance on October 31 at or about 4:30 p.m.**

Also, the following truck will be transferred from the Alpena County Sheriff's Department:

- 1. 2015 White Ford F-150 (ending in VIN 4959) to the Alpena County General Government, for use as a pool vehicle, on October 31, 2025, at or about 4:30 p.m. In return, the Alpena County General Government fund will pay the Alpena County Sheriff \$10,000 from line item #101-200-977.014 to line item #101-301-693.001 on or after January 1, 2026.**

Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Peterson, Fournier, Britton, and Kozlowski. NAYS: None. Commissioner Konarzewski, excused.

POLL VOTE - TRANSFER

Chairman Kozlowski presented the following poll vote as informational:

POLL ACTION ITEM #2: Recommendation that the Alpena County Board of Commissioners and the Alpena County Treasurer agree to transfer \$500,000.00 Due to the 516 Delinquent Tax Revolving Fund from the 482 Airport Runway project. Authorization for the Treasurer to create a 483 T-Hangar budget for 2025, then transfer from the 516 Delinquent Tax Revolving Fund \$500,000.00 to the 483 T-Hangar as Due to/Due from to cover the grant reimbursable project costs. The \$500,000.00 will be transferred back to the 516 Delinquent Tax Revolving Fund when the grant reimbursements have been completed.

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

REPORTS OF SPECIAL OR AD HOC COMMITTEES

Facilities, Capital & Strategic Planning Committee Update: No updates.

Airport Committee Update – Chair LaHaie reported the 10,000 enplanements were met this year. The t-hangars will be constructed in the spring, the two plow trucks on order will be delivered in May, and a letter will need to be written to acquire the snowblower.

Courts & Public Safety Committee Update – Chair Bray reported the yearly contracts for the Public Defender's Office and MAC Administrator were approved. They also approved the Sheriff's request to purchase 13 new AEDs.

Personnel Committee Update – No update.

CORRESPONDENCE

Chair Kozlowski presented a letter that came in written form to the commissioners.

FY2026 BUDGET – FIRST READING

Administrator Osmer thanked County Treasurer Cindy Cebula and County Clerk Keri Bertrand for their great partnership in developing the budget. He also recognized the managers, department heads, and elected officials for ensuring the carefully and considered, responsible allocation funds in the respective departments. The projected revenue in FY26 is \$13,314,935.00 with budget expenditures of \$13,297,998.00 giving a surplus of \$16,937.00.

The current policy states the county must perform layoffs if the unrestricted fund balance dips below 19.97% and 24.97% of the general fund budgeted expenditures for 2026. The board opted this year to

increase that threshold to an even 20% and 25% which will be voted on during this meeting. Currently, we are about 27% of the unrestricted fund balance and Administrator Osmer anticipates that amount to increase to about 30% at the end of the year.

He concluded by thanking the board for their groundwork on this budget, the numerous meetings, and their valued input and recommendations on the baseline numbers. Over the next two weeks, himself, the Treasurer, and the Clerk will all be available to meet with any commissioner for final edits or changes before voting to put on public display in November.

ADOPTION OF FY2026 BUDGET POLICY

Administrator Osmer presented the FY26 Budget Policy for review and approval. This policy is approved each year. The current policy states if the unrestricted fund balance is less than 24.98% of the adopted current annual budget, all part-time and temporary positions funded by the general fund will be terminated. The board has chosen to raise the percentage to 25%. If the unrestricted fund balance is less than 19.97% of the adopted annual general fund budget, layoff notices to employees shall be given. The board has chosen to raise the percentage to 20%. No other changes have been made.

Moved by Commissioner Britton and supported by Commissioner Fournier to approve the FY26 Budget Policy as presented. Motion carried.

PROSECUTOR BUDGETS

Alpena County Prosecutor Cynthia Muszynski presented several change requests to the 277 Crime Victims' Rights Services fund budget. This fund is 100% grant funded, and they have been allocated \$77,000.79. With making the recommended changes instead of being \$2,012 short it will be short just over \$1,000.00. Administrator Osmer will meet with Prosecutor Muszynski for further discussion before the second reading of the budget.

Prosecutor Muszynski presented two change requests to the 296 Prosecuting Attorney fund budget totaling an increase of \$1,300.00.

- Increase 101-296-860.001 from \$100 to \$400
- Increase 101-296-801.000 from \$5,000 to \$6,000

Moved by Commissioner Peterson and supported by Commissioner Bray to approve the changes to the 296 Prosecuting Attorney fund budget as presented. Roll call was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Peterson, Fournier, and Britton. NAYS: Commissioner Kozlowski. Commissioner Konarzewski, excused. Motion carried.

ACTION ITEM #12: Recommendation to approve the following increases to the FY26 Prosecuting Attorney's 296 budget as follows:

- **Increase 101-296-860.001 from \$100 to \$400**
- **Increase 101-296-801.000 from \$5,000 to \$6,000**

OTHER DISCUSSION

Commissioner Fournier asked that this board receive a copy of the park laws that were changed and review before the next Full Board meeting in November.

PUBLIC COMMENT

Current Beaver Lake Park Manager Earl Martin stated he has been the manager of that park for 14 years. He asked the board to listen to the concerns of the campers because they want to see the parks get improved. He asked that rules be posted and give the public a chance to review and give input. Earl also expressed his concern with the leased trucks being removed from the parks, if any alternatives were being looked at, and if any money will come back from the two years' worth of payments and improvements made to the trucks.

Bonnie Friedrichs of Sanborn Township met with Administrator Osmer this morning and discussed some of her concerns. She highlighted wage adjustments and stipends that are not given evenly to everyone; concerns with the 9-day sick time given to non-union employees under the Michigan Earned Sick Time Act; the outside employment policy; and concerns with spending in multiple funds.

Michelle Baliey with Sunrise Mission asked the board again to please help the mission as they are in desperate need. Chair Kozlowski asked that she contact the Commissioner's Office to be placed on the agenda for a future meeting.

Sharon Wirgau of Long Rapids Road has had many people contact her. Sixteen seasonal campers alone from Long Lake Park have taken the time to contact her and say if these rules are set in stone they will not camp anymore. She is asking again for reconsideration of the rule changes.

Commissioner Bray reported the campgrounds have been losing money for years. In order to correct the monetary financial deficits, changing the ordinance, looking at the rules, and seeing what can be modified in order to help needed to be done. To be attacked at the last park meeting and have accusations made was uncalled for.

TOWNSHIP PRESENTATIONS

Chair Kozlowski reported with the help of J.P. Ritter, the Maintenance Department the Sheriff's Office they were able to acquire 8 MEP806B 60 Kilowatt generators at zero cost to Alpena County. They were picked up through a site through the federal government. These generators will be a huge benefit to our county based on what happened to our region due to the ice storm. Chair Kozlowski announced that a generator will be given out to each of the townships. Administrator Osmer invited the township officials that were present to join them over at the fairgrounds after the meeting to see the generators.

CLOSED SESSION

The board went into closed session at 1:52 p.m. for a personnel matter and opened session at 2:10 p.m. Roll call was taken. All members present except Commissioners Konarzewski, excused.

ADJOURNMENT

Moved by Commissioner Fournier and supported by Commissioner Bray to adjourn the meeting. Motion carried. The meeting was adjourned at 2:11 p.m.

John Kozlowski, Chairman of the Board

Keri Bertrand, County Clerk