

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

November 24, 2020
5:30 p.m.

The Alpena County Board of Commissioners met and was called to order by Chairman Robert Adrian via Zoom Conferencing on Tuesday, November 24, 2020 at 5:30 p.m.

Prayer

Prayer was offered by Pastor Jim Erikson of Immanuel Lutheran Church of Alpena.

Pledge of Allegiance

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

Roll Call

Roll was called, the following Commissioners were present: Commissioners Adrian, McRoberts, Karschnick, Fournier, Osbourne, Thomson, and Kozlowski. Commissioner Peterson excused.

Agenda

Moved by Commissioner Thomson and supported by Commissioner Fournier to approve the agenda with the addition of: 1) Employees Working from Home, 2) NEMCSA Lease, and 3) Christmas Parade. Motion carried.

Roll call vote was taken: AYES: Commissioners McRoberts, Karschnick, Fournier, Osbourne, Thomson, Kozlowski and Adrian. NAYS: None. Commissioner Peterson excused. Motion carried.

Public Comment

None.

CONSENT CALENDAR

A) **Approval of the Official Proceedings of the Alpena County Board of Commissioners**
Regular Session – October 27, 2020

B-1) **Ambulance Committee** – October 28, 2020

ACTION ITEM #AM-1: The Committee recommends we approve the Ambulance Contract with the City of Alpena as presented.

ACTION ITEM #AM-2: The Committee recommends to approve 2021 budget items listed for Emergency Services/911.

ACTION ITEM #AM-3: The Committee recommends we approve First Responder calls line item in amount of \$117,000 and approve the distribution of the call amounts as presented.

Not approved on Consent Calendar

ACTION ITEM #AM-4: The Committee recommends we approve the amendments to the Ambulance Budget for 2021 as presented.

B-2) **Ambulance Committee** – November 13, 2020

C) **Building Maintenance & Recreation Committee** – November 3, 2020

ACTION ITEM #BR-1: The Committee recommends we approve the NEMCSA Lease Renewal Extension (December 1, 2020 to November 30, 2021) and to charge 93 cents per square foot for the NEMCSA lease of 2,704 square feet for a total of 2,514.72/month for one year, as presented.

ACTION ITEM #BR-2: The Committee recommends to continue County policy that there be no hunting on any County-owned property with the exception of approved events, as per board action taken on September 26, 2003.

D) **Animal Control Adhoc Committee** – November 5, 2020

E) **Personnel Committee** – November 10, 2020

ACTION ITEM #PM-1: The Committee recommends that Quintin Meek be appointed to the Alpena County Library Board for a 5 year term to begin 1/1/2021 and end 12/31/25.

ACTION ITEM #PM-2: The Committee recommends that Michelle Cornish be appointed to the Alpena County Library Board to fill a vacant term to begin immediately and expire 12/31/22.

ACTION ITEM #PM-3: The Committee recommends that Edna Sorensen be reappointed to the Department of Human Services Board for a 3 year term to start 1/1/2021 and end 12/31/2023.

ACTION ITEM #PM-4: The Committee recommends that Edna Sorensen be appointed to Alpena County Central Dispatch Committee for a 2 year term to begin 1/1/21 and end 12/31/22.

ACTION ITEM #PM-5: The Committee recommends to reappoint Patricia Przeslawski and Eric Lawson to the Northeast Michigan Community Mental Health Board for three year terms to begin 4/1/21 and end 3/31/24.

ACTION ITEM #PM-6: The Committee recommends to appoint Lynnette Gzeskowiak to fill a current vacancy on the Northeast Michigan Community Mental Health Board to begin immediately and end 3/31/23.

F) **Airport Committee** – November 12, 2020

ACTION ITEM #AC-1: ACTION ITEM #1: The Committee recommends the J Rank Contract

for the Security Gate Replacement Project be presented to the Chairman of the Board for his signature upon it and any pertinent documents.

ACTION ITEM #AC-2: The Committee recommends the PK Contracting Contract for the Airfield Remarking Project be presented to the Chairman of the Board for his signature upon it and any pertinent documents.

ACTION ITEM #AC-3: The Committee recommends drafting a new contract for Crossroads Auto for the lease of 2 parking spaces at the rate of \$60.00 a month and an annual FBO fee of \$250.00.

G) **Court Committee** – November 17, 2020

ACTION ITEM #CC-1: Recommendation to approve FY2021 MIDC Grant (Grant No. 2021-21 October 1, 2020 to September 30, 2021) in the amount of \$610,435.00 (\$447,233.59 State Grant Contribution) with \$163,201.41 County match and present to the Full Board for approval. This has Grant Review Committee approval and has been sent for attorney review.

ACTION ITEM #CC-2: Recommendation to approve MAC Administrator Bill Pfeifer to assist with setting up the creation of a 501(c) (3) nonprofit for the Public Defender Office for a fee of \$3,500 and present to the full board for approval.

H) **Finance/Building Maintenance and Recreation Committee** – November 18, 2020

ACTION ITEM #FM-1: The Committee recommends we approve the rewiring of the Clerk's Office at a cost of \$500 to be taken out of Cares Grant monies and if not covered by that, to come out of the CPL Fund.

ACTION ITEM #FM-2: The Committee recommends we approve the 2021 Youth & Recreation Committee Grant Agreements presented and authorize the Chairman of the Board to sign them upon final approval of the 2021 budget.

ACTION ITEM #FM-3: The Committee recommends we authorize the Treasurer to create a pager lease reserve line item #211-000-395.000 and move \$12,191 from 211-325-677.000 into the newly created pager/reserve line item 211-000-395.000 for the G4 pagers for Emergency Services.

ACTION ITEM #FM-4: The Committee recommends we authorize the Treasurer to create a reserve within the Ambulance Fund entitled "Reserve for E911 Central Tower" and to place \$55,406 into that reserve.

ACTION ITEM #FM-5: The Committee recommends we approve to budget the remaining \$94,594.00 out of line item #211-325-970.003 for 2021 as listed:

- | | |
|--|-------------|
| 1) Motorola Console Lease - | \$49,700 |
| 2) Mevo anywhere mobile kit 2 phones - | \$ 6,036.11 |

- | | |
|---|-------------|
| 3) Portable battery radio replacement project - | \$ 7,500 |
| 4) Radio accessories - | \$ 5,000 |
| 5) First Responder Radio Replacement - | \$16,357.89 |
| 6) Tower Decommission Project - | \$ 5,000 |
| 7) Equip Mobile Dispatch Trailer - | \$ 5,000 |

ACTION ITEM #FM-6: The Committee recommends we authorize the Treasurer to add \$8,000 to line item #101-426-727.001 EMG Preparedness Supplies for 2021 and to make the necessary budget adjustments.

ACTION ITEM #FM-7: The Committee recommends we approve the bid from Karl Milts in the amount of \$3,000 for the sale of a hangar at the airport.

ACTION ITEM #FM-8: The Committee recommends we approve the FY21 Michigan Department of Agriculture and Rural Development - Animal Welfare Fund Grant Application (02.01.21/09.01.21) and Contract in the amount of \$10,000.00 with no County match for animal anticruelty programs, and authorize the Chairman of the Board to sign all necessary paperwork. This has Grant Review Committee approval.

ACTION ITEM #FM-9: The Committee recommends we approve the FY2020 Grant for the Prosecutor's Office in the amount of \$30,000 with no County match and to authorize the Chairman of the Board sign all required documentation for the Grant. Future Budget Commitment of \$500 per year if the additional bandwidth is considered a necessary expense and will include ongoing maintenance fees/subscriptions as presented. This has Grant Review Committee approval.

ACTION ITEM #FM-10: The Committee recommends we approve the Resolution #20-26 of Support for Extension until March 22, 2022 of amendment of the Long Lake Park Boat Launch Project Recreation Passport Grant as presented.

ACTION ITEM #FM-11: The Committee recommends we approve the 2021 the Older Persons Committee Grant Agreements presented and authorize the Chairman of the Board to sign them upon final approval of the 2021 budget.

ACTION ITEM #FM-12: **On Full Board Agenda.**

ACTION ITEM #FM-13: **On Full Board Agenda.**

ACTION ITEM #FM-14: The Committee recommends we approve the increase to the 2021 budget line item from \$105,000 to \$158,000 for the 2021 Attorney Contract.

ACTION ITEM #FM-15: **On Full Board Agenda.**

ACTION ITEM #FM-16: **On Full Board Agenda.**

ACTION ITEM #FM-17: The Committee recommends we approve the Cost Allocation Plan

Contract Extension with MGT for FY2020 and 2021 in the amount of \$8,000 annually. This has been sent for attorney review.

ACTION ITEM #FM-18: The Committee recommends we approve up to \$5,000 combined total for Emergency Management Services and for Maintenance for 2020 to purchase additional PPE supplies needed and to authorize payment of the County credit card once the bill has been received.

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

AM-3: First Responder Call Line Item

ACTION ITEM #AM-3: The Committee recommends we approve the First Responder Calls line item in the amount of \$117,000 and how to allocate to the First Responders at a later date.

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

FM-12: 2020 Equipment & Replacement Fund

Chairman Adrian presented the following Action Item for approval.

ACTION ITEM #FM-12: The Committee recommends we approve the 2020 Equipment & Replacement Fund projected fund balance be allowed to go below \$100,000 as required by policy.

Moved by Commissioner McRoberts and supported by Commissioner Osbourne to approve the above Action Item as presented. Roll call vote was taken: AYES: Commissioners McRoberts, Karschnick, Fournier, Osbourne, Thomson, and Adrian. NAYS: Commissioner Kozlowski. EXCUSED: Commissioner Peterson. Motion carried.

FM-13: New Maintenance Pickup

Chairman Adrian presented the following Action Item for approval.

ACTON ITEM #FM-13: The Committee recommends we approve the funds for the new maintenance pickup be taken out of line item #402-234-981.002 (Maintenance Vehicle) in the amount of \$42,210.

Moved by Commissioner McRoberts and supported by Commissioner Osbourne to approve the above Action Item as presented. Roll call vote was taken: AYES: Commissioners McRoberts, Karschnick, Fournier, Osbourne, Thomson, and Adrian. EXCUSED: Commissioner Peterson. NAYS: Commissioner Kozlowski. Motion carried.

POLL #1: Purchase New Maintenance Vehicle

Chairman Adrian presented the following POLL Action Item for approval.

POLL ACTION ITEM #1: Recommendation to purchase a new 2020 ¾ ton F-250 Super duty pickup with a Boss V-Plow for the Maintenance Department from Dean Arbor Ford at the discounted fleet price of \$42,201.

Moved by Commissioner Osbourne and supported by Commissioner McRoberts to approve the above Poll Action Item as presented. Roll call vote was taken: AYES: Commissioners McRoberts, Karschnick, Fournier, Osbourne, Thomson, and Adrian. NAYS: Commissioner Kozlowski. EXCUSED: Commissioner Peterson. Motion carried.

FM-15: 2020 Building & Grounds Fund

Chairman Adrian presented the following Action Item for approval.

ACTION ITEM #FM-15: The Committee recommends we approve the 2020 Building & Grounds Fund projected fund balance be allowed to go below \$100,000 as required by policy.

Moved by Commissioner Thomson and supported by Commissioner Karschnick to approve the above Action Item as presented. Roll call vote was taken: AYES: Commissioners McRoberts, Karschnick, Osbourne, Thomson, and Adrian. NAYS: Commissioners Fournier and Kozlowski. EXCUSED: Commissioner Peterson. Motion carried.

2021 Budget Recommendation

Chairman Adrian presented the following Action Item for approval.

ACTION ITEM #FM-16: The Committee recommends that the 2021 Budget be put on display in the Treasurer's office, Clerk's office, and the Commissioners' office no later than December 1, 2020 after the County Treasurer makes necessary adjustments and present to the full board for approval.

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

EXCUSED: Commissioner Peterson. Motion carried.

Girl Scout Troop 1218 – Animal Control Building Service Project

Deborah Hautau and the Girl Scouts from the Girl Scout Troop 1218 of Alpena (Gabriella Benedict, Emma Dahn, Molly Ayotte, Alison Hosinski) presented the Animal Control Building Service Project request to the board reporting they would like to paint and design some murals on the outside of the Animal Control Building at the County Fairgrounds and to include students from the Elementary, Junior High and High School in Alpena to participate for one of their service projects. Niki Halleck of the Animal Control Office sent some pictures of designs to the board. Upon approval from the board the troop will present their plans to the board for final approval. The board thanked the troop for their support of Animal Control in Alpena.

Moved by Commissioner McRoberts and supported by Commissioner Thomson to approve support of the Girls Scout Troop 1218 Animal Control Building Service Project as presented. Roll call vote was taken: AYES: Commissioners McRoberts, Karschnick, Fournier, Osbourne, Thomson, Kozlowski, and Adrian. NAYS: None. EXCUSED: Commissioner Peterson. Motion carried.

2020 MSU Extension Office Annual Report

Adam Koivisto, MSU Extension Office - District 14 Director, presented the 2020 MSU Extension Office Annual Report. Adam also included the Addendum to the 2020 MSU Extension Office Annual Report informing the board the addendum is secondary to the pandemic that started March which stopped their in person programs and put their programs online and held virtual classes and conferences for the public. The board thanked Adam and informed the media for his expertise and sharing his personal time in assisting with the virtual meetings for the board during this COVID crisis.

Veterans Relief Fund Policy

Dan Perge, Veterans Affairs Assistant Counselor, presented the following Action Item for approval.

ACTION ITEM #7: Recommendation to approve the Veterans Relief Fund Policy as presented.

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

Draft Joint Alpena County Master Plan

Tammy Thomson, Planning Commission Chair, reported the Alpena County Planning Commission has been working with NEMCOG on a draft joint Alpena County Master Plan since 2019 and plan to finish in 2021 presented the following Action Item for approval. The board

thanked Tammy and their group for preparing the draft joint Alpena County Master Plan.

ACTION ITEM #8: Recommendation to approve the draft joint Alpena County Master Plan as presented and open a 63 day review period.

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

Employees Work from Home

Chairman Adrian informed the board he spoke with the Health Department and since the last IT Committee and Personnel Committee meetings there has been an increase in cases due to COVID. Chairman Adrian reported that it is up to the Department Head if they would want their employees working remotely.

Moved by Commissioner Osbourne and supported by Commissioner McRoberts to recommend that the Department Heads evaluate their departments to identify if and who they would want to work remotely from their department. Roll call vote was taken: AYES: Commissioners McRoberts, Karschnick, Fournier, Osbourne, Thomson, Kozlowski, and Adrian. NAYS: None . EXCUSED: Commissioner Peterson. Motion carried.

NEMCSA Lease Agreement

Chairman Adrian presented the request from NEMCSA to decrease the square footage and rental amount in their lease agreement.

Moved by Commissioner Kozlowski and supported by Commissioner Thomson to authorize the Building Maintenance & Recreation Committee to proceed as necessary to complete the lease agreement with NEMCSA to rent space at District Health Department #4 with an amendment to decrease square footage as long as the space can be reutilized. Roll call vote was taken: AYES: Commissioners McRoberts, Karschnick, Fournier, Osbourne, Thomson, Kozlowski, and Adrian. NAYS: None . EXCUSED: Commissioner Peterson. Motion carried.

Chamber of Commerce Parade Request

Chairman Adrian presented the Chamber of Commerce request to hold the annual Christmas parade in December at the County Fairgrounds as a drive through for float viewing.

Moved by Commissioner Fournier and supported by Commissioner Kozlowski to approve the Chamber of Commerce request to use the County Fairgrounds to hold their annual Christmas parade in December as a drive through float viewing. Roll call vote was taken: AYES: Commissioners Fournier, Osbourne, Thomson, and Kozlowski. NAYS: Commissioners McRoberts, Karschnick, and Adrian. EXCUSED: Commissioner Peterson. Motion carried.

Veterans Affairs Positions

Personnel Chair Brad McRoberts reported the current Veterans Counselor will be retiring December 31, 2020 and is presenting the following Action Item for approval.

ACTION ITEM #12: Recommendation from the Veterans Affairs Board to authorize them to fill the millage funded Veterans Counselor and Assistant Counselor position if necessary.

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

Closed Session

Moved by Commissioner Fournier and supported by Commissioner Kozlowski to enter into closed session for pending litigation. Roll call vote was taken: AYES: Commissioners McRoberts, Karschnick, Fournier, Osbourne, Thomson, Kozlowski, and Adrian. NAYS: None. EXCUSED: Commissioner Peterson. Motion carried.

The meeting was closed at 7:04 p.m. and was reopened at 7:33 p.m.

Roll Call

Roll was called. The following Commissioners were present: Robert Adrian, Brad McRoberts, Dave Karschnick, Brenda Fournier, Kevin Osbourne, Marty Thomson, John Kozlowski, and Robert Adrian. Commissioner Bill Peterson excused.

Settlement Agreement

Moved by Commissioner Thomson and supported by Commissioner McRoberts to approve the settlement agreement and to authorize the Chairman to execute the settlement agreement on behalf of Alpena County. Roll call vote was taken: AYES: Commissioners McRoberts, Karschnick, Fournier, Osbourne, Thomson, and Adrian. NAYS: Commissioner Kozlowski. EXCUSED: Commissioner Peterson. Motion carried.

Public Comment

None.

Sealed Bids for Sale of Maintenance Pickup

Tammy Summerix-Bates, Executive Manager, presented the Maintenance Superintendent's request to place sealed bids for the sale of the maintenance pickup.

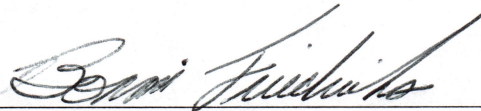
Moved by Commissioner Fournier and supported by Commissioner Kozlowski to authorize the Maintenance Superintendent to place sealed bids for sale of the maintenance pickup with monies from the sale being put in the Equipment and Replacement Fund. Roll call vote was taken: AYES: Commissioners McRoberts, Karschnick, Fournier, Osbourne, Thomson, Kozlowski, and Adrian. NAYS: None. EXCUSED: Commissioner Peterson. Motion carried.

Adjournment

Moved by Commissioner Kozlowski and supported by Commissioner Fournier to adjourn. Roll call vote was taken: AYES: Commissioners McRoberts, Karschnick, Fournier, Osbourne, Thomson, Kozlowski, and Adrian. NAYS: None. EXCUSED: Commissioner Peterson. Motion carried. The meeting adjourned at 7:36 p.m.



Robert Adrian, Chairman of the Board



Bonnie Friedrichs, County Clerk

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