

Finance Committee Meeting

Wednesday, February 17, 2021

9:30 a.m. - Zoom Conference Call

COMMISSIONERS PRESENT: Bill Peterson, Chair
Brenda Fournier
John Kozlowski
Dave Karschnick
Don Gilmet
Kevin Osbourne, guest

OTHERS PRESENT: Bonnie Friedrichs, County Clerk
Kim Ludlow, County Treasurer
Tammy Sumerix-Bates, Executive Manager
Lynn Bunting, Board Assistant
Kim Elkie, Administrative Board Assistant
Janelle Mott, Juvenile Officer
Cynthia Muszynski, Prosecuting Attorney
Stacey Stewart, Prosecutor's Office
Mark Hall, Emergency Services Coordinator
Sheriff Steve Kieliszewski
Sgt. J.P. Ritter, Sheriff's Office
Scott Gagnon, Jail Administrator
Dan Perge, Veterans Counselor
Wes Wilder, Maintenance Superintendent
Marcia Burns, Circuit Court Administrator

MEDIA PRESENT: Phil Heimerl, True North Radio
Bruce Johnson, WATZ

INFORMATION ITEM: Bonnie Friedrichs, County Clerk, presented bills to pay.

	SUBMITTED:	APPROVED:
General Fund & Other Funds	\$159,619.93	\$159,619.93

Moved by Commissioner Gilmet and supported by Commissioner Fournier to pay all bills as submitted. Roll call vote was taken: AYES: Commissioners Fournier, Gilmet, Karschnick, Kozlowski and Peterson. NAYS: None. Motion carried.

INFORMATION ITEM: Prosecuting Attorney Cynthia Muszynski and Stacey Stewart presented the request to purchase a new postage machine for the Prosecutor's Office located in the County Annex building as the current lease expires in June this year. Moved by

Commissioner Karschnick and supported by Commissioner Gilmet to approve the below Action Item: Roll call vote: AYES: Commissioners Fournier, Gilmet, Karschnick, Kozlowski and Peterson. NAYS: None. Motion carried.

ACTION ITEM #1: The Committee recommends to approve the new postage meter lease with Pitney Bowes (term 60 months at \$135.98 per month or \$407.94 every quarter) for the Prosecutor's Office located in the County Annex Building with new equipment. Current lease expires June 2021.

INFORMATION ITEM: Janelle Mott, Juvenile Officer, presented the Child Care Fund January 2021 monthly financial report (attachment #1). Janelle reported that there continues to be closings in the state with two facilities closing in the next couple of months and they are looking at expanding their program to meet the needs in the community as well as outside of the community.

INFORMATION ITEM: Sgt. JP Ritter, Sheriff's Office, presented the 2021 MDNR Marine Grant renewal application reporting if approved with the Federal grant will be 100% funded and if approved with the State grant there will be a 25% match which is allocated in their budget. Moved by Commissioner Fournier and supported by Commissioner Gilmet to approve the below Action Item: Roll call vote: AYES: Commissioners Fournier, Gilmet, Karschnick, Kozlowski and Peterson. NAYS: None. Motion carried.

ACTION ITEM #2: The Committee recommends to approve the 2021 Michigan Department of Natural Resources Marine Grant Renewal application for the Sheriff's Office in the requested amount of \$12,143.00 (\$7,793.00 wages & benefits, \$600 oil changes and minor maintenance, \$3,750 for fuel to include boats and tow vehicles) with no County match if Federal funding is awarded and \$3,035.75 (25% County match) if State funding is awarded and authorize the Chairman of the Board to sign all pertinent documents. This is in the 2021 budget per Sgt. Ritter.

INFORMATION ITEM: Sgt. Ritter presented the Sealed Bid Recommendation for TruNarc Drug Testing System with First Responder Solutions (attachment #2) which includes testing up to 20 officers at the local Sheriff's Office. Moved by Commissioner Gilmet and supported by Commissioner Karschnick to approve the below Action Item: Roll call vote: AYES: Commissioners Fournier, Gilmet, Karschnick, Kozlowski and Peterson. NAYS: None. Motion carried.

ACTION ITEM #3: The Committee recommends to approve the bid from First Responder Solutions in the amount of \$26,354.16 (3 year warranty) for the purchase of the TruNarc Drug Testing System with monies coming out of the Stonegarden grant line item #101-312-977.002 (Budgeted line item for

\$26,021.00) with remaining amount of \$333.16 to be paid out of miscellaneous expense line item #101-301-956.000.

INFORMATION ITEM: Dan Perge, Veterans Counselor, presented the request for two projects using County Veterans Service Grant Funds and to accept the quote from Lamar Advertising and WBKB with monies in their budget. Dan explained the Veterans Offices wants to bring awareness for veterans in the community. Moved by Commissioner Fournier and supported by Commissioner Kozlowski to approve the below Action Item: Roll call vote: AYES: Commissioners Fournier, Gilmet, Karschnick, Kozlowski and Peterson. NAYS: None. Motion carried.

ACTION ITEM #4: The Committee recommends to approve the quote from Lamar Advertising in the amount of \$5,000 and the quote from WBKB TV 11 in the amount of \$17,172.50 (two projects for the Veterans Office) using County Veterans Service Fund Grants as follows:

Marketing billboards: Lamar Advertising for 8 billboards \$5,000 starting March 1, 2021 through end of September 2021

Television Commercial: WBKB TV 11 for filming/airing of marketing commercial starting March 1, 2021 through end of September 2021. The funds for these projects have already been approved and received as part of the County Veterans Service Fund Grant from the State of Michigan.

INFORMATION ITEM: Bill Peterson, Finance Chair, presented the BKV Group Invoice #55963 for the new jail for payment. Moved by Commissioner Peterson and supported by Commissioner Gilmet to approve the below Action Item: Roll call vote: AYES: Commissioners Fournier, Gilmet, Karschnick, Kozlowski and Peterson. NAYS: None. Motion carried.

ACTION ITEM #5: The Committee recommends we approve the BKV Group Invoice #55963 for the new jail in the amount of \$8,817.18 with monies coming out of line item #466-301-975 (Jail Construction Costs) as presented.

INFORMATION ITEM: Bill presented the Huron Engineering Invoice #4101 for the new jail for payment and will contact Granger and give an update at the full board. Moved by Commissioner Peterson and supported by Commissioner Karschnick to approve the below Action Item: Roll call vote: AYES: Commissioners Fournier, Gilmet, Karschnick, Kozlowski and Peterson. NAYS: None. Motion carried.

ACTION ITEM #6: The Committee recommends we approve the Huron Engineering Invoice #4101 for the new jail in the amount of \$543 with monies coming out of line item #466-301-975 (Jail Construction Costs) as presented.

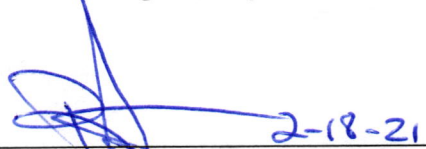
INFORMATION ITEM: Kim Ludlow, County Treasurer, presented monthly report for January 2021. The budget should be at 8.49%. Revenues are at 6.24% and expenditures are at 15.28%.

INFORMATION ITEM: Mark Hall, Emergency Services Coordinator, presented the annual lease payment 7500 Console. Moved by Commissioner Fournier and supported by Commissioner Karschnick to approve the below Action Item: Roll call vote: AYES: Commissioners Fournier, Gilmet, Karschnick, Kozlowski and Peterson. NAYS: None. Motion carried.

ACTION ITEM #7: The Committee recommends to approve the annual lease payment in the amount of \$49,700.00 with Motorola Solutions Credit Company, LLC for 7500 Console (Emergency Services) with monies coming out of line item #211-325-970.003 from the 2021 budget.

ADJOURNMENT: Moved by Commissioner Fournier and supported by Commissioner Kozlowski to adjourn the meeting Roll call vote: AYES: Commissioners Fournier, Gilmet, Karschnick, Kozlowski and Peterson. NAYS: None. Motion carried.

The meeting was adjourned at 9:56 a.m.



Bill Peterson, Finance Chairman



Lynn Bunting, Board Assistant

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CHILD CARE BALANCE SHEET

Month: January, 2021

BEGINNING FUND BALANCE	\$384,369.84
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Revenue

MONTHLY APPROPRIATION FROM COUNTY GENERAL	\$20,833.34
DEPOSITS	\$3,755.03
Blending Funding Deposit	\$150,000.00
* MONTHLY REVENUE TOTAL	\$174,588.37

Expenses

Monthly Expense Total	\$99,613.89
Return of Blending Funding	\$150,000.00
END OF THE MONTH BALANCE	\$309,344.32
Anticipated Audit Adjustments	\$9,806.54
ACTUAL BALANCE:	\$299,537.78

Revenue to date for February	\$25,275.94
Expenses to date for February	\$26,687.16
Anticipated Balance	\$307,933.10

*Jamille Mott
2/16/2021*

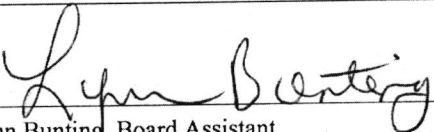
SEALED BIDS
for
Sale of 2012 Ford F250 Super Duty Pickup Truck with
an 8'-6 Western V-Plow

Wednesday, February 10, 2021 at 10:30 a.m.
Alpena County has the right to accept or reject any and all bids.

Commissioners present: Bill Peterson,
Others present: Logan Kemp, Board Assistant Lynn Bunting

Business Name	Amount of Bid
Kevin Osbourne	\$2,122.23
Justin Buvia	\$3,888.00

Bill Peterson, Finance Chair
Alpena County Board of Commissioners



Lynn Bunting, Board Assistant
Alpena County Board of Commissioners