

FACILITIES, CAPITAL & STRATEGIC PLANNING COMMITTEE
MEETING MINUTES

Wednesday, June 21, 2023 – 9:00 a.m.
Howard Male Conference Room/Zoom Room

Commissioners Present: Travis Konarzewski, Chair
Brenda Fournier
Bill LaHaie
Bill Peterson

Others Present: Mary Catherine Hannah, County Administrator
Kim MacArthur, Board Assistant
Wes Wilder, County Maintenance Superintendent
Mike Arthur, Fair Board
Catherine Murphy, Register of Deeds (zoom)
Jennifer Mathis, Human Resource Specialist (zoom)
Steve Smigelski, Airport Manager (zoom)
Kim Ludlow, Treasurer (zoom)
Cindy Cebula, Chief Deputy Treasurer (zoom)
Phil Heimerl, True Radio Network (zoom)
Dave Goldman, Plante Moran (zoom)
Manny Huerra, Plante Moran (zoom)

CALL TO ORDER

Chair Travis Konarzewski called the meeting to order at 9:00 a.m.

PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA

ADOPT AGENDA

Chair Konarzewski presented the agenda for approval. Moved by Commissioner Peterson and supported by Commissioner Fournier to adopt the agenda with the addition of Tree Cutting at the Airport. Motion carried.

INFORMATION ITEM: Maintenance Superintendent Wes Wilder updated the Committee on the following projects:

1. Courthouse Sanitary Sewer: C&S Irrigation have the wires spliced and will be back today at 10:00 a.m. to finish getting the system hooked up.
2. Restrooms at Fairgrounds: No update.
3. Tower Project for 911: The tower is up. At the Courts & Public Safety meeting on Monday discussion was made to leave the old tower up for now. After speaking with City Planner Montiel Birmingham, there is a provision in the city code that once a tower is no longer being used, it must come down. Administrator Hannah will check with

EM/E911 Director Kim Elkie to confirm that there is still third-party equipment on the tower that won't be coming down immediately so it will still be in use. Within the next year we will have to think about what we want to do with the tower once it no longer has any active equipment.

4. Old DHHS Building Renovation: Interior is complete, and exterior has been power washed. Brick sealer is yet to be done and painting of trim.
5. Controls at New Terminal: Complete.
7. MDOT Building: Complete.
8. Pool Shut Down: Pool is shut down for annual maintenance. Finish filling today and get the heat back on for the scheduled reopening on June 25.

INFORMATION ITEM: Fair Board Manager Mike Arthur requested 25 planks to make repairs to the bleachers. Superintendent Wilder reported a portion of those repairs were recently made due to the Blue's Festival that was at the fairgrounds. Mike and Wes will go to the bleachers and look at which areas still need repair.

Manager Arthur asked for the Committee's approval to purchase 6' dog eared fencing to be placed on the backs of the bleachers. Currently, cloth is placed on the back and fencing would look much nicer. The Fair Board is required to have the area enclosed for their liquor license during the fair. Mike will look into treated wood to keep maintenance costs down. The Committee approved the request for the Fair Board to put up fencing on the backs of the bleachers at the Fairgrounds.

Manager Arthur inquired about the charges they receive for water use. The Fair Board hardly uses any water, and they feel they should not be charged. Mike will check on the specifics for the billing they receive and bring back to the next meeting.

The draft horse barn discussion on the agenda has already been resolved.

Administrator Hannah reported the power situation at the Fairgrounds was put on the CIP to work on. During the fair there is a large bulk charge on the power bill because it all comes through one service. To change the demand charge, you need to divide the largest charge. Commissioner Konarzewski recommended a generator to lower the demand and save money. Mike will talk to the carnival and see what exactly they will be requiring for power and get the information to Commissioner Konarzewski and to bring back to the Committee at the next meeting.

INFORMATION ITEM: Home Improvement Director Nicki Janish presented a request to approve Home Improvement Project #EM 21-09. The project exceeds \$15,000 and requires we lien the full amount as opposed to granting the project and requires approval from the Board. Motion was made by Commissioner Peterson and supported by Commissioner LaHaie to

recommend the action item below. Roll call vote was taken: AYES: Commissioners LaHaie, Fournier, Peterson, and Konarzewski. NAYS: None. Motion carried.

ACTION ITEM #1: The Committee recommends approval of Home Improvement Project #EM 21-09 with a project cost of \$19,130 for Floor/Sub-Floor/Floor Covering/Bi-Fold Doors/Toilets with funding to come from program income and HPG funds combined as presented.

Commissioner Peterson requested the guidelines be discussed at the Full Board meeting to give the Facilities Committee the authority to approve the Home Improvement Projects as they are presented.

INFORMATION ITEM: Administrator Hannah combined the Northern Lights Arena Surcharge Collection and Use Policies together, cleaned up some of the language, and increased the surcharge per ticket from \$1.00 to \$1.50 and sent the updated lease for NLA to review. (attachment #1). NLA did not agree with the ticket price surcharge. They suggested leaving the ticket price at \$1.00 and adding in addition, a fee of \$3 per hour of ice time rented will be collected and deposited as part of the surcharge. Discussion was made on other updates to the policy. One thing NLA inquired about was using surcharge funds to purchase larger pieces of equipment such as floor cleaners. If surcharge funds are used to purchase the equipment, the equipment then belongs to the County not Northern Lights. Motion was made by Commissioner Peterson and supported by Commissioner LaHaie to recommend the action item below. Roll call vote was taken: AYES: Commissioners Peterson, LaHaie, and Konarzewski. NAYS: Commissioner Fournier. Motion carried.

ACTION ITEM #2: The Committee recommends approval of the Northern Lights Arena Surcharge Collection & Use Policy as presented.

INFORMATION ITEM: Administrator Hannah reported Mr. Canfield came in regarding the easement to his hunting camp that is on the back corner of the airport property. The road needs to be maintained and there was concern with the ownership of the trees and making sure things got cleaned up. Airport Manager Steve Smigelski suggested 25' to either side of the center line of the road to be cleared but it would be Mr. Canfield's responsibility to clean up. The first 600' off M-32 is not our property and we have an easement on someone else's property. Administrator Hannah would like to draft a document that allows Mr. Canfield to use our easement. Motion was made by Commissioner Peterson and supported by Commissioner Fournier to recommend approval to allow Mr. Canfield to clear his easement 25' to either side of the center line of the road making sure it is cleaned up and to allow the County Administrator to draft an agreement allowing Mr. Canfield to use our easement to access his easement as presented. Motion carried.

INFORMATION ITEM: Administrator Hannah reported a proposal was received from a provider who is interested in clearing the area along the fence line both inside and outside the perimeter of the fence at the airport and use the wood for pulp. This will help with wildlife getting onto the runway, security, safety, and sight lines. The tree line should be cleared about

100' away and Alpena Grounds Services can keep it clear by running a brush hog through it. They would do this at no charge and make fuel pellets with the wood. If approved Steve will contact the provider regarding contract and insurance. Motion was made by Commissioner LaHaie and supported by Commissioner Peterson to recommend approval to remove the trees and brush around the perimeter of the fence at the airport as presented. The provider also offered to clear cut everything on the west side of Airport Road. This will be included in the motion. Motion carried.

INFORMATION ITEM: Dave Goldman and Manny Herrera from Plante Moran presented a draft Capital Planning Report for the Committee to review. Administrator Hannah found an error on the numbering of buildings that Dave will get updated. The Committee recommends sending the draft report to all Commissioners for review. Manny also reported they did a Building Use Study including surveys and interviews which are not part of this draft report. Administrator Hannah will send the report to all Commissioners and try to have them all at the next Facilities meeting in July. Administrator Hannah will work on dates with Plante Moran for discussion on the use study.

INFORMATION ITEM: Administrator Hannah reported i2P has signed the lease agreement and they plan to be in on July 1st. The lease agreement is for 3 years with the option to renew another 3 years.

Commissioner Peterson inquired about homeless campers at the Fairgrounds. Administrator Hannah reported that NEMSCA was not planning on doing vouchers anymore, but other entities may be giving them out.

Administrator Hannah reported the Parks Ordinance is already making a difference in terms of enforcement and the park managers are very happy.

There was a pre-construction meeting yesterday regarding the Long Lake Park Boat Launch. The project will be started after Labor Day and the completion of major construction mid-November. The only thing the County is responsible for is taking down the pavilion. It was reported that Long Lake Park Manager Sarah Jore knows someone that wants the pavilion and would take it down themselves. This item will go to the Long Lake Park Committee. Sarah also inquired about the crushed concrete out at the airport and if it could be used for Long Lake Park's road. Administrator Hannah will have more discussion with the Airport Manager.

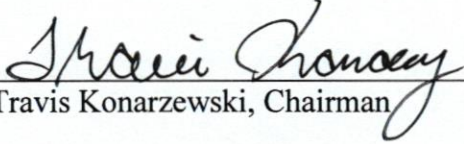
Commissioner Konarzewski will go to Hutson to go over the estimate to fix the gator for the Fairgrounds. If the estimate is reasonable, he will have them fix it.

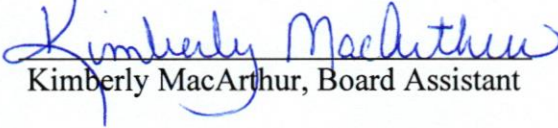
The pool vehicle that was in the accident is currently at Marsh Collision to be repaired.

***Next Meeting: Wednesday, July 19, 2023 at 9:00 a.m. in Howard Male Conference Room/Zoom Room**

ADJOURNMENT

Motion was made by Commissioner Peterson and supported by Commissioner LaHaie to adjourn the meeting. Motion carried. The meeting adjourned at 10:32 a.m.


Travis Konarzewski, Chairman


Kimberly MacArthur, Board Assistant

kvm