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BUILDING MAINTENANCE RECREATION & INSURANCE COMMITTEE MEETING  
MINUTES

Monday, March 15, 2021 – 12:00 p.m. Noon  
Howard Male Conference Room

Commissioners Present: John Kozlowski, Chair  
Marty Thomson  
Kevin Osbourne  
Don Gilmet  
Bob Adrian

Others Present: David Guzman, NLA  
Jeremy Winterstein, NLA  
Tammy Sumerix-Bates, Executive Manager  
Lynn Bunting, Board Assistant  
Wes Wilder, County Maintenance Superintendent  
Robin LaLonde, Feed the Need  
Melissa Burns, Feed the Need  
Cindy Krentz, Fair Board  
Fran Arthur, Alpena County Horsemen's Club  
Penny Wahoski, Fair Board

Committee Chair Kozlowski called the meeting to order at 12:00 p.m. (Noon).

INFORMATION ITEM: Chair Kozlowski informed the committee that the Feed the Need group of volunteers reached out to him asking for use of the fairgrounds for their food distributions and he invited them to make a presentation to the committee. Robin LaLonde and Melissa Burns, Feed the Need, presented their request for use of the fairgrounds for their drive-thru food distribution event to families in the community and need a permanent location. Robin informed the committee that they are working on getting their own nonprofit and are currently under the umbrella of the Salvation Army.

County Caretaker/Maintenance Superintendent Wes Wilder informed the committee that if approved, the Feed the Need group will need to return the facility use agreement and insurance which he said he never received from them the last time they held an event at the fairgrounds and they did not clean up the pallets and milk crates left behind which he said his maintenance crew had to pick up. Wes reported that he would like an advance notice when they will be having an event at the Fairgrounds. Wes reported that with the construction on the Bagley bridge Eleventh street may be an issue with traffic and wanted to know what the group will do in the wintertime.

Robin reported that in the winter months of January and February they will ask to use the inside of the Merchants Building to get their volunteers out of the weather. Robin informed Wes and the committee that if approved to use the Fairgrounds, they will get the required agreement, insurance, and clean up after themselves after each event to including contacting their driver to pick up the pallets and crates.

Discussion on snowplowing in wintertime and if a Saturday, the maintenance crew is able to do. Wes reported if they have help and unsure of the need due to weather as they will be working on other County facilities as well. Bob informed the committee that the County policy allows volunteers to plow and any damage to their equipment is their responsibility. The group must have the volunteers names in writing submitted to Wes Wilder for insurance purposes.

Melissa reported they will need a shed (8 x 10) to put their items in (pallet jack, conveyors, etc). Bob reported that through possible grants the County could possibly purchase a shed to store their items in, but no guarantees. Robin reported they have filled out some grants to help with some costs and provide farm-to-family boxes at no cost to them. Robin informed the committee that they will be having an event this Saturday at The Depot.

The committee discussed and agreed to work on the details with the agreement, insurance and requested the group notify the board a year in advance, if possible, when holding any events and how they are planning to use the grounds. Moved by Commissioner Gilmet and supported by Commissioner Osbourne to recommend the below Action Item and present to the Full Board for approval. Motion carried.

**ACTION ITEM #1: The Committee recommends to approve Feed the Need Food Bank for Alpena County for use of the Fairgrounds at no charge unless costs of heating/electricity for their drive-thru food distribution events and to work out the details with complete paperwork and required insurance with Maintenance Superintendent Wes Wilder.**

INFORMATION ITEM: Chair Kozlowski presented the Request for Proposal received for management of Northern Lights Arena from Alpena Rink Management, LLC and reported they have not received any other RFP's (attachment #1). Commissioner Thomson informed the group and committee that they will need to sign a contract for 5 years with a 3-year extension which will include a 90-day outclause. Dave Guzman reported they have no issue with the 5-year contract and could do even longer if requested. Dave informed the committee that they would like to continue with what they are currently doing and will turn in financials and report to this board once a month.

Discussion on the \$15,000 MPAC/NLAC deposit and Dave reported that their current board voted to carry this over to them and will get a copy to the County. Bob reported this committee will work with the management and their financial management plan and are here to help/oversee. Commission Thomson informed Alpena Rink Management to put the County's name on the deposit when doing a contract with the County.

Chair Kozlowski reported the County-owned items should be listed for insurance purposes. Jeremy Winterstein reported they received the list from Lynn in the Commissioners' Office and will update send to her.

Dave informed the committee that they paid the SBA loan back last month and no longer have it.



Moved by Commissioner Thomson and supported by Commissioner Gilmet to approve the below Action Item and present to the Full Board for approval. Motion carried.

**ACTION ITEM #2: The Committee recommends to approve to accept the bid for management of the Northern Lights Arena from Alpena Rink Management, LLC for a 5-year contract with a 3-year extension. The contract will have attorney review.**

INFORMATION ITEM: Commissioner Thomson reported since the last meeting with the Horsemen's Club the committee wanted to know their thoughts and if they wished to proceed. Fran reported that the group felt the arena location is not the best and with the future campground may present a future traffic issue. Fran suggested moving the arena towards the river as it would be better than pushed up against the fence of the track. Discussion for location of horse arena, kiddie park and future campsites at the fairgrounds.

Committee discussed moving the kiddie park up by the merchants building. Wes reported that the optimists approached him for storage space and if a small building could be put up for them and Wes informed the committee that he will ask them in exchange to help with moving kiddie park. Discussion on drainage for the Horsemen's Club use. Marty reported they need an engineered drawing of the drainage to provide the committee.

Discussion on the fence around the track and Wes shared his concern for leaving it open. Marty recommended having a fence with a gate and to also put something around the transformers so that no one bumps them.

Marty recommended the committee meet with them and Wes at the fairgrounds and to stake out the location that was proposed. The committee will look at the fence and building by the ball diamond while they are out there to see if they want to keep or have Wes remove. Marty informed the committee that he looked at other campgrounds through the state and the dimensions are generous. The committee will meet with the Horsemen's Club and Wes at the fairgrounds Saturday March 27<sup>th</sup> and coordinate a time.

INFORMATION ITEM: Wes reported that he received the paperwork for the removal of the waste at the fairgrounds and sent onto Northern A1 and is waiting for a date for pickup. Wes informed the committee that he will be going to the Finance Committee to request a transfer of funds that were not carried over from 2020 to 2021 to pay for the removal of the waste as this was approved in 2020. Wes informed the committee as soon as there is a date for pickup at the fairgrounds, he will also have them pick up the barrel from the jail the same day so it will be off site and the fee for the fairgrounds will be \$3,500 and the fee for the jail will be \$1,500 approximately.

INFORMATION ITEM: Chair Kozlowski reported that Jeff Konczak will be coming to a committee meeting to make a presentation to request using part of the old jail site property to place one of his bcubed buildings. John reported he will contact Jeff to come to the next committee meeting on April 6, 2021.

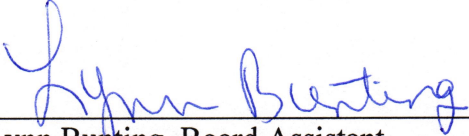
Kevin reported he went to the Fairboard meeting and they would like to be a nonprofit organization 501c3 and do a longer-term contract with the County and this would give them opportunities to apply for grants. Kevin also reported the recycling group would like to move their facility and is looking at property.

**Next Meeting: Tuesday, April 6, 2021 at 12:00 p.m. (Noon) in the Howard Male Conference Room**

ADJOURNMENT

Moved by Commissioner Thomson and supported by Commissioner Osbourne to adjourn the meeting. Motion carried. The meeting adjourned at 1:58 p.m.

  
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John Kozlowski, Committee Chairman

  
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Lynn Bunting, Board Assistant

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**SEALED BIDS  
For**


**Alpena County Board of Commissioners  
Sealed Bids for Request for Proposals for Northern Lights Arena**


**Wednesday, March 10, 2021 at 10:30 a.m. in Howard Male Conference Room**

Alpena County has the right to accept or reject any and all bids.

Commissioners present: Bill Peterson, Robert Adrian, Marty Thomson, Don Gilmet, Dave Karschnick  
Others present: Phil Heimerl, Tammy Sumerix-Bates, Dave Guzman, Jeremy Winterstein, Kim Elkie

Business Name	Amount of Bid
Alpena Rink Management, LLC	\$225.00 per hour p

  
Bill Peterson, Finance Chair  
Alpena County Board of Commissioners

  
Kim Elkie, Administrative Assistant  
Alpena County Board of Commissioners

#1