

FACILITIES, CAPITAL & STRATEGIC PLANNING COMMITTEE  
MEETING MINUTES

Wednesday, May 21, 2025 – 9:00 a.m.  
Howard Male Conference Room/Zoom Room

Commissioners Present: Travis Konarzewski, Chair  
Brenda Fournier  
Todd Britton  
John Kozlowski

Others Present: Jesse Osmer, County Administrator  
Nick Akins, Maintenance Superintendent  
Holly Akins, Fairgrounds Caretaker

CALL TO ORDER

Chair Travis Konarzewski called the meeting to order at 9:01 a.m.

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

PUBLIC COMMENT

None.

ADOPT AGENDA

Motion was made by Commissioner Fournier and supported by Commissioner Britton to adopt the agenda as presented. Motion carried.

CURRENT PROJECT UPDATES

Maintenance Superintendent Nick Akins gave an update on the following projects:

- Capital Improvement Projects at Courthouse & Annex – Most projects will be inhouse with repairs to cracks in the ceilings. A welder will be needed to fix the grate above the County Administrator's windows. Chair Konarzewski asked that a Request for Quote be drafted for any major projects with very specific details as to what we want quoted as there was a situation last year with some driveway repairs.
- Lawn Clean Up – The first round of lawn cutting is complete, and all yards are now in good shape from the storm and debris.
- AED for Parks – The AED for Parks has been ordered and should be in today.
- Fairground Bathrooms – All bathrooms are unwinterized at the fairgrounds.
- Pool – The pool is shut down this week for maintenance.
- Parks Trailer – Hoping to look at the trailer next week for repairs.



- Tennis Courts at High School – Nothing major needs to be done. New hardware on the gates and some concrete work needs to be done at the entrances and possible patching. Nick will get some quotes for resurfacing.
- Long Lake Park Bathroom – Waiting on the mixing valve and will replace.
- Vent Cleaning in Courthouse – Waiting on estimates. One company estimated \$10,000 - \$12,000.
- Fire Suppression – Waiting on estimates.
- Chemical Stations – They are in the process of switching from State Chem to Eagle Supply for chemicals for the cleaning stations. Eagle Supply is a local company, cheaper, and instead of ordering a whole case of supplies at one time, if there is an empty bottle they can go to Eagle Supply and get just one bottle.

#### FAIRBOARD WORK AT FAIRGROUNDS

Chair Konarzewski presented a list of work that the Fairboard would like to do at the fairgrounds with no cost to the county. All material and labor are to be provided by the Alpena County Fairboard. Discussion was made on a caveat that by making upgrades to the county facilities the county can use these upgrades and will ensure that the facilities are not damaged, and any damage will be repaired. County Administrator Jesse Osmer asked that this be sent out to the board for a poll vote as the Fairboard would like to begin grading and leveling the horse barn, and stalls will be set up June 1<sup>st</sup>.

Motion was made by Commissioner Fournier and supported by Commissioner Britton to allow sending out a poll vote to approve the proposed projects by the Alpena County Fairboard ensuring the projects meet code as presented.

Motion was amended by Commissioner Fournier and supported by Commissioner Britton to allow sending out a poll vote to approve the proposed projects Alpena County Fairboard ensuring the projects meet code, and to work with the Fairgrounds Manager when scheduling projects as presented. Motion carried.

A poll vote will be sent out the full board today for review.

#### REVIEW OF COURTHOUSE & ANNEX PROJECTS

Maintenance Superintendent Akins covered the agenda item regarding vent cleaning and some of the courthouse and annex projects. Administrator Osmer reported there is also a drainage issue outside the Commissioner's Office window. When it rains water sits there for about two days before it drains out. They did a walk-through of offices and met with departments to check for any leaks, spots on the floors, etc. and many of the items found were cosmetic issues.

Commissioner Fournier requested a handicap bar in the women's bathroom in the courthouse. Maintenance Superintendent Akins will make sure a bar gets put in place.



Administrator Osmer gave an update on the tree cutting at the courthouse. A quote came in at \$4,500 and they received a second quote in the amount of \$2,300 after working out details with the contractor. The contractor was notified to begin the work.

Commissioner Kozlowski presented discussion on cameras being placed near the fairgrounds bathroom due to the incident that occurred over the weekend with someone entering the bathroom, harming themselves, and leaving a mess. Discussion was made on possibly using key code locks on the door.

Chair Konarzewski inquired about obtaining the information and list that was provided by Plante Moran regarding capital improvements. Administrator Osmer will email the documents to the committee and put as an item for discussion at next month's meeting.

INFORMATION ITEM: Chair Konarzewski presented the Recycling Monthly Reports to receive and file. Motion was made by Commissioner Britton and supported by Commissioner Kozlowski to receive and file the monthly recycling reports as presented. Motion carried.

INFORMATION ITEM: Chair Konarzewski presented the Fairground Manager Monthly Reports to receive and file. Motion was made by Commissioner Britton and supported by Commissioner Kozlowski to receive and file the monthly fairgrounds report as presented. Motion carried.

Commissioner Kozlowski asked Fairgrounds Manager Holly Akins about homeless campers this year at the fairgrounds. Holly reported that she has been working with a new gentleman at the Salvation Army and has provided him with the rules and regulations of the campground. Discussion was made on the responsibility of the campers when leaving messes behind for the manager to clean up. Administrator Osmer will work on getting a draft document requiring the organizations that are supporting the homeless campers to pay a security deposit for damages and/or clean up. Last year there were no problems, and they received compliments on how much cleaner it was at the fairgrounds than in previous years.

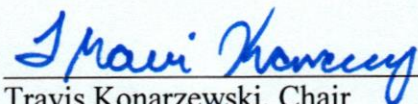
Administrator Osmer will bring up the topic on homeless campers for further discussion at June's Intergovernmental Council Meeting.

Commissioner Kozlowski asked Holly to include current updates in her monthly reports.

**\*Next Meeting: Wednesday, June 18, 2025, at 9:00 a.m. in the Howard Male Conference Room/Zoom Room**

ADJOURNMENT

The meeting adjourned at 10:02 a.m.

  
Travis Konarzewski, Chair

kvm