

**OFFICIAL PROCEEDINGS  
OF THE  
ALPENA COUNTY BOARD OF COMMISSIONERS  
Full Board Meeting Minutes  
Tuesday, January 28, 2025 – 1:00 p.m.  
Howard Male Conference Room/Zoom Room**

**CALL TO ORDER**

The Alpena County Board of Commissioners met and was called to order by Vice-Chairman Bill Peterson in the County Annex Building, Howard Male Conference Room, Alpena, Michigan and via Zoom on Tuesday, January 28, 2025, at 1:00 p.m.

**PRAYER**

Prayer was offered by Pastor Joe Collins.

**PLEDGE OF ALLEGIANCE**

Vice-Chairman Peterson called for the Pledge of Allegiance to the Flag of the United States of America.

**ROLL CALL**

Roll was called with the following Commissioners present: Bill LaHaie, District #1; Dan Ludlow, District #2; Lucille Bray, District #3; Bill Peterson, District #4; Brenda Fournier, District #5; Todd Britton, District #6; and Travis Konarzewski, District #7. John Kozlowski, District #8, excused.

**AGENDA**

Moved by Commissioner LaHaie and supported by Commissioner Fournier to adopt the agenda as presented. Motion carried.

**PUBLIC COMMENT**

Bruce Duncan owner of Thunder Bay Fyzical Therapy & Balance Center and Thunder Bay Work Health shared his concerns with the Sheriff's Office performing pre-employment drug and alcohol tests for employers in the area as it takes away from business owners that perform the same test. He asked that the board investigate the matter and ask the Sheriff's Office to cease and desist offering drug and alcohol tests to the general public now and in the future.

Richard Magda of Alpena thanked the Commissioners for holding off on taking any action on the 3<sup>rd</sup> Street Extension to study it further. He is opposed of the extension and has many concerns such as no current studies being done and there is a safety concern due to the traffic volume for the residents, students, and parents dropping off at the Jr. High School.

Michael Kramer of Alpena attended the last City Council meeting with discussion on contributions to animal shelters with no mention of contribution to the Animal Control Shelter at the fairgrounds. After speaking with the Animal Control Shelter, they receive animals from the city but no contribution. He will be going back to the city for more discussion.

City of Alpena Manager Rachel Smolinski reported there is funding from the city going to the Animal Control Shelter. City residents pay licensing fees which help to fund the Shelter.

**US-23 CORRIDOR IMPROVEMENT AUTHORITY RESOLUTION OF SUPPORT & WAIVER**

The City of Alpena’s Manager Rachel Smolinski presented a Resolution of Concurrence and Waiver of Exemption for the US-23 Corridor Improvement Authority Development Plan and Tax Increment Financing (TIF) Plan. The City of Alpena is considering a collaborative partnership for the development of an independent living/assisted living facility called Gardens of Alpena. Brownfield Consultant Mac McClelland gave a brief presentation on the US-23 Corridor Improvement Authority. Rachel reported there are no taxes coming in right now, so this is only additional income for the taxing jurisdictions. Ninety percent would be going to the developer and ten percent coming into the taxing jurisdictions. The schools are not subject to this tax so over the 20 years will bring in an additional \$6 million into the schools. Discussion was made on the housing facility.

County Administrator Jesse Osmer read the resolution.

**RESOLUTION OF CONCURRENCE AND WAIVER OF EXEMPTION**  
**US 23 CORRIDOR IMPROVEMENT AUTHORITY**  
**DEVELOPMENT PLAN – TAX INCREMENT FINANCING PLAN**

**ALPENA COUNTY**

At a regular meeting of the Alpena County Board of Commissioners, held in the Commission Chambers, 720 West Chisholm Street, Alpena, Michigan on January 28, 2025, at 1:00 p.m., the following resolution was offered by \_\_\_\_\_ and supported by \_\_\_\_\_

WHEREAS, the Michigan Recodified Tax Increment Financing Act, Act 57 of the Public Acts of 2018, Part 6 Corridor Improvement Authorities, authorizes municipalities to create a corridor improvement authority to support community goals, encourage public infrastructure and private investment, and create jobs through tax increment financing of buildings and improvements with an approved Development Plan and Tax Increment Financing Plan; and

WHEREAS, the Alpena City Council intends to establish the US-23 North Corridor Improvement Authority (CIA) and Development District under the procedures under Act 57 on February 3, 2025; and

WHEREAS, a Development Plan that designates the boundaries of the development area, describes the proposed improvements and costs, and other required elements under MCL 125.4621 and a Tax Increment Financing (TIF) Plan that details the tax increment procedure and impact on taxing jurisdictions and other required elements under MCL 125.4618 will be prepared for the US-23 North CIA Development District, with anticipated approval by the Corridor Improvement Authority on February 19, 2025 and by the Alpena City Council on March 3, 2025; and

WHEREAS, the Development Plan and TIF Plan will support the development of the Gardens of Alpena, a 128-bed senior independent living, assisted living and memory care facility with 100 jobs and an estimated investment of \$47 million, through the capture of certain local tax increment revenues, including Alpena County taxes, to reimburse infrastructure and certain construction costs; and

WHEREAS, because of increased construction costs and interest rates, the project would not be constructed without the capture of future tax increment incentives that would not otherwise be generated and the inclusion of taxes allocated to Alpena County are critical to the project financing; and

WHEREAS, the City of Alpena is requesting support and concurrence of the Corridor Improvement Authority establishment and the capture of future tax increment revenues from Alpena County and requests a waiver of future adoption of a resolution exempting its taxes from capture, as provided under MCL 125.4618(5); and

NOW THEREFORE BE IT RESOLVED, that the Alpena County Board of Commissioners concurs with the establishment of the US-23 North Corridor Improvement Authority and Development Area to support the Gardens of Alpena and waives future adoption of a resolution exempting Alpena County taxes from capture under the Tax Increment Financing Plan, pursuant to the Michigan Recodified Tax Increment Financing Act, Act 57 of the Public Acts of 2018, Part 6 Corridor Improvement Authorities, being MCL 125.4602, *et seq.*

Moved by Commissioner Britton and supported by Commissioner Ludlow to approve the Resolution of Concurrence and Waiver of Exemption for the US-23 Corridor Improvement Authority Development Plan and Tax Increment Financing (TIF) Plan as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Britton, Konarzewski, and Peterson. NAYS: Commissioner Fournier. Commissioner Kozlowski, excused. Motion carried.

### **CONSENT CALENDAR**

Vice-Chairman Peterson presented the Consent Calendar with minutes for approval.

A) **Courts & Public Safety Committee Meeting Minutes – January 13, 2025**

ACTION ITEM #1: The Committee recommends approval of the reimbursement request from the City of Alpena in the amount of \$12,500 for drug box/drug kit restocking and an additional \$22,500 for reimbursement of disposable EMS supplies per the Ambulance Service Agreement as presented.

ACTION ITEM #2: The Committee recommends approval to authorize the Treasurer to disperse the quarterly First Responder Call payments from First Responder Calls line item #210-651-803.001 and appropriate on a quarterly basis in 2025 as presented:

City of Alpena	\$ 50,000.00
Charter Township of Alpena	\$ 39,000.00
Green Township	\$ 6,000.00
Hubbard Lake Township	\$ 3,000.00
Long Rapids Township	\$ 4,000.00
Maple Ridge Township	\$ 3,000.00
Sanborn Township	\$ 6,000.00
Wilson Township	\$ 6,000.00
Total Amount	\$117,000.00

B) **Finance Ways & Means Committee Meeting Minutes – January 14, 2025**

Moved by Commissioner LaHaie and supported by Commissioner Bray to approve the Consent Calendar which includes actions as listed above and filing of all reports. Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Fournier, Britton, Konarzewski, and Peterson. NAYS: None. Commissioner Kozlowski, excused. Motion carried.

**BILLS TO PAY**

Clerk Keri Bertrand presented the bills to be paid.

	<b>SUBMITTED:</b>	<b>APPROVED:</b>
General Fund & Other Funds	\$81,959.08	\$81,959.08

Moved by Commissioner LaHaie and supported by Commissioner Britton to pay all bills as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Fournier, Britton, Konarzewski, and Peterson. NAYS: None. Commissioner Kozlowski, excused. Motion carried.

**BUDGET ADJUSTMENTS**

**1. Sheriff’s Office Budget Amendment –**

ACTION ITEM #1: Recommendation to approve the Sheriff's Office request to transfer unused 2024 budgeted CPE Funds in the amount of \$22,923.80 to 2025 budgeted expenditure line item 101-301-969.016 CPE-MCOLES so the funds can be spent to cover training costs that will be incurred in the fiscal year 2025 to meet the state required mandates as presented.

Moved by Commissioner Britton and supported by Commissioner Konarzewski to approve the Sheriff's Office Budget Adjustment as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Fournier, Britton, Konarzewski, and Peterson. NAYS: None. Commissioner Kozlowski, excused. Motion carried.

### **AIRPORT LOT-SECOND AMENDMENT TO PURCHASE AGREEMENT**

County Administrator Jesse Osmer presented a second amendment to the purchase agreement between the County of Alpena and Duane Jennings for the Airport Lots for review and approval. Pending attorney approval, he is asking for authorization for either the Chairman or himself be able to sign the amendment.

Moved by Commissioner Ludlow and supported by Commissioner LaHaie to approve the Second Amendment to the Purchase Agreement as presented. Motion carried.

**ACTION ITEM #4: Recommendation to approve the Second Amendment to the Purchase Agreement between the County of Alpena and Duane Jennings for the Airport Lots, pending attorney approval, and authorize the Chairman of the Board or County Administrator to sign the pertaining document as presented.**

### **ATTORNEY FOR LEGAL REPRESENTATION**

Denise Burke put in her resignation as one of the attorneys for legal representation and a vacancy notice was put out to the legal community. Administrator Osmer reported that Katy Conklin, who previously held the position, was the only attorney to submit an application and is seeking approval to sign off on the contract beginning February 1, 2025.

Moved by Commissioner Konarzewski and supported by Commissioner Britton to approve a contract with Katy Conklin filling the vacancy for Attorney for Legal Representation as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Fournier, Britton, Konarzewski, and Peterson. NAYS: None. Commissioner Kozlowski, excused. Motion carried.

**ACTION ITEM #5: Recommendation to approve a contract with Katy Conklin, to fill the attorney vacancy for legal representation beginning February 1, 2025, to December 31, 2026, at a rate of \$3,800 per month as presented.**

### **TRANSFERS**

County Administrator Osmer presented an updated budget transfer memo after speaking with the Treasurer and Auditors. An additional transfer not included on the updated memo is to transfer \$800 from 101-173-860.000 to 101-710-850.000 because of the agreement to cover MSU Extensions phone bill this year.

Moved by Commissioner Britton and supported by Commissioner LaHaie to approve all Budget Transfers as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Fournier, Britton, Konarzewski, and Peterson. NAYS: None. Commissioner Kozlowski, excused. Motion carried.

**ACTION ITEM #6: Recommendation to approve the County Administrator's Budget Transfers as presented.**

### **LIABILITY INSURANCE**

Administrator Osmer presented discussion on renewal of liability insurance and asked the board for permission for either the Chairman or himself to sign off on the contract with Alpena Agency for 2025. There was a rate increase of approximately \$34,000. The Plaza Pool was added for no additional cost.

Moved by Commissioner Fournier and supported by Commissioner Konarzewski to pay the liability insurance invoice and allow the Chairman or County Administrator to sign all pertaining documents as presented. Roll call vote was taken: AYES: Commissioners LaHaie, Ludlow, Bray, Fournier, Britton, Konarzewski, and Peterson. NAYS: None. Commissioner Kozlowski, excused. Motion carried.

### **REPORTS OF REGULAR COMMITTEES**

**Facilities, Capital & Strategic Planning Committee Update** – Meeting was cancelled.

**Airport Committee Update** – Meeting was cancelled.

**Courts & Public Safety Committee Update** – Chair Bray reported the drug kit and disposable EMS supplies reimbursements to the City were approved. The Sheriff gave an update on their tether program and the Emergency Management Director gave her monthly updates.

**Personnel Committee Update** – Meeting was cancelled.

### **OTHER BOARDS & COMMISSIONS**

District #1: Commissioner Bill LaHaie gave an update on the following boards/commissions he represents:

**Health Board** – Updates were provided on financial reports and the doctor's report.

**Planning Commission** – The Planning Commission was short on members and will be meeting again on February 13<sup>th</sup>. They went over NEMCOG’s Master Plan Survey, made some corrections, and it will be brought back to the Commission for review.

District #2: Commissioner Dan Ludlow gave an update on the following boards/commissions he represents:

**NEMCOG** – The Director’s Report was given, and they are working on a Land Bank/Brownfield management and are assisting counties with their Materials Management Plans.

**Thunder Bay Marine Sanctuary** – The Film Festival was discussed as well as the ORV Program and upcoming dates.

District #3: Commissioner Lucille Bray gave an update on the following boards/commissions she represents:

**Thunder Bay Transportation** – Commissioner Bray is the Vice-President. Their financial reports look good. The RFP for the damaged roof will be posted on their website next month. They received approval to look for a used van in the \$10,000-\$15,000 range to replace the van that was recently involved in an accident.

**Local Emergency Planning Committee** – Meeting was postponed.

**Local Planning Team** – Meeting was postponed.

**Central Dispatch Committee** – Meeting was postponed.

District #4: Commissioner Bill Peterson gave an update on the following boards/commissions he represents:

**Montmorency Oscoda Alpena (MOA) Landfill Authority** – Everything is moving along and pumping approximately 7.5 million gallons down the injection well.

**Target** – Out of town and unable to attend.

**Materials Management Planning** – Meeting will take place on February 14<sup>th</sup> for their first Full Board meeting.

District #5: Commissioner Brenda Fournier gave an update on the following boards/commissions she represents:

**Northern Michigan Regional Entity (SUD)** – Has not been contacted with meeting information yet.

**Parks & Recreation Commission** – Commissioner Fournier was elected Chair of Parks and Kevin Osbourne was elected Vice-Chair.

District #6: Commissioner Todd Britton had no meetings to report on.

District #7 Commissioner Travis Konarzewski gave an update on the following boards/commissions he represents:

**Community Corrections Advisory Board** – Meeting has not taken place yet.

**Northern MI Counties Association** – Meeting has not taken place yet.

District #8 Commissioner John Kozlowski was excused from the meeting.

**NMMA** – Commissioner LaHaie reported there are some personnel changes being made.

### **PUBLIC COMMENT**

Michael Kramer of Alpena shared his concerns on the proposed retirement center and the tax abatement. If we are going to be partners, we should be able to see the books and after 15 years if all the money is going to pure profit a different agreement should be made and stop taxing citizens for profit. Developers are necessary, but they don't need to dictate favorable conditions.

### **ADJOURNMENT**

Moved by Commissioner LaHaie and supported by Commissioner Fournier to adjourn the meeting. Motion carried. The meeting was adjourned at 2:02 p.m.

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Bill Peterson, Vice-Chairman of the Board

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Keri Bertrand, County Clerk

kvm