

**OFFICIAL PROCEEDINGS
OF THE
ALPENA COUNTY BOARD OF COMMISSIONERS
DRAFT Full Board Meeting Minutes
Thursday, March 24, 2022 – 5:30 p.m.
Howard Male Conference Room/Zoom Room**

The Alpena County Board of Commissioners met and was called to order by Chairman Robert Adrian in the County Annex Building, Howard Male Conference Room, Alpena, Michigan and via Zoom on Thursday, March 24, 2022 at 5:30 p.m.

PRAYER

Prayer was offered by Pastor Marlon Smith of Huron Shores Fellowship Church.

PLEDGE OF ALLEGIANCE

Board Chairman Adrian 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: Don Gilmet, District #1; Robert Adrian, District #2; Dave Karschnick, District #3; Commissioner Bill Peterson, District 4; Commissioner Brenda Fournier, District #5; Commissioner Kevin Osbourne, District 6; Marty Thomson, District #7; and John Kozlowski, District #8.

RESOLUTION OF TRIBUTE

Chairman Adrian presented read aloud and presented a Resolution of Tribute to County Clerk Bonnie Friedrichs, which included a summary of her 42-year employment with the County of Alpena. She was thanked for her service to the County and to this board. Bonnie thanked the board for their acknowledgement and expressed her gratitude for serving the citizens of Alpena County.

AGENDA

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

PUBLIC COMMENT

Tom Pelkey of Alpena presented his support for an animal shelter proposal at the old jail building.

Dennis Schultz of Alpena thanked the board for his request that the presented at the last board meeting and shared his concerns of the elections process nationwide. Dennis thanked County Clerk Bonnie Friedrichs for her service.

Dawn Marwede of Ossineke presented her support of the animal control shelter proposal in the old jail building.

CONSENT CALENDAR

A) **Finance Ways & Means Committee** – March 8, 2022

B) **Facilities, Capital & Strategic Planning Committee** – March 9, 2022

ACTION ITEM #FCSPC-1: The Committee recommends to approve the purchase of two pumps with no labor expense in the amount of \$8,000 from Control Solutions for the DHHS HVAC system as presented.

C) **Courts & Public Safety Committee** – March 10, 2022

D) **Personnel Committee** – March 14, 2022

ACTION ITEM #PC-1: The Committee recommends to approve the move to the new time attendance system (Attendance on Demand) for a one-year Contract and seek reimbursement from Circuit Court, 911 Office, and Veterans Office for their share of the cost.

ACTION ITEM #PC-2: The Committee recommends to approve to appoint Kim Elkie as Acting Emergency Manager effective April 1, 2022, with wages (salaried extra \$115 per week during time as working as interim).

Moved by Commissioner Peterson and supported by Commissioner Karschnick to approve the Consent Calendar which includes actions as listed above and filing of all reports. Roll call vote was taken: AYES: Commissioners Gilmet, Karschnick, Peterson, Fournier, Osbourne, Thomson, Kozlowski and Adrian. NAYS: None. Motion carried.

RESOLUTION #22-09 PUBLIC SAFETY

Central Dispatch Director Kim Elkie presented Resolution #22-09 National Public Safety Telecommunicator's Week April 10 -16, 2022 in Alpena County for adoption.

RESOLUTION #22-09

***A Resolution Proclaiming April 10-16, 2022 as
Public Safety Telecommunicator Week In Alpena County.***

Whereas, Emergencies that require police, fire, or emergency medical services can occur at any time; and

Whereas, when those emergencies occur, the public dials 9-1-1 for assistance; and

Whereas, Telecommunicators at Alpena County Central Dispatch answer those calls for assistance and serve as the first critical contact our citizens have with emergency services; and

Whereas, the safety of the police officers, firefighters, and emergency medical service personnel who serve our citizens is dependent on the quality and accuracy of information obtained from citizens who use the 9-1-1 system; and

Whereas, Alpena County Central Dispatch Telecommunicators provide a vital link for our police officers, firefighters and emergency medical service personnel by monitoring their activity by radio, providing them with information and ensuring their safety; and

Whereas, Telecommunicators of Alpena Central Dispatch have assisted with saving many lives, the apprehension of many criminals, and prevention of property loss each year; and

Whereas, all Alpena County Central Dispatch 9-1-1 Telecommunicators have exhibited compassion, understanding, and professionalism during the performance of their job duties, and

Whereas, many unfortunate events, including September 11th 2001, have clearly demonstrated the essential role Telecommunicators play in the emergency services arena, and

Whereas, on October 9th, 1991, the United States Congress took official legislative action designating the second week in April of each year as National Public Safety Telecommunicators Week,

NOW THEREFORE BE IT RESOLVED, that the Alpena County Board of Commissioners hereby proclaim the week of April 10-16, 2022 as Public Safety Telecommunicators Week in Alpena County, honoring the men and women whose diligence and professionalism keep our county and citizens safe.

BE IT FURTHER RESOLVED, that the Alpena County Board Of Commissioners urges county residents to join with them in honoring and commending the Public Safety Telecommunicators of Alpena County who answer and dispatch our 9-1-1 calls for police, fire, and emergency medical assistance.

Moved by Commissioner Gilmet and supported by Commissioner Thomson to adopt the above Resolution #22-09 as presented. Roll call vote was taken: AYES: Commissioners Gilmet, Karschnick, Peterson, Fournier, Osbourne, Thomson, Kozlowski and Adrian. NAYS: None. Motion carried.

CONTRACT AMENDMENT – AIRPORT

Airport Manager Steve Smigelski presented the contract amendment with RS&H for approval reporting the FAA declined their previous request and needed a new plan. Moved by Commissioner Thomson and supported by Commissioner Gilmet to approve the below Action Item. Roll call vote was taken: AYES: Commissioners Gilmet, Karschnick, Peterson, Fournier, Osbourne, Thomson, Kozlowski and Adrian. NAYS: None. Motion carried.

ACTION ITEM #3: Recommendation to approve the contract amendment with RS&H to include an additional amount of \$121,650 with no county match and monies to come from the CARES Act Funding as presented.

BILLS TO PAY

Clerk Friedrichs presented the bills to be paid.

	SUBMITTED:	APPROVED:
General Fund & Other Funds	\$58,518.02	\$58,581.02

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

HISTORY OF ALPENA PRESENTATION

County Clerk Bonnie Friedrichs presented a history of Alpena and thanked the community. Clerk Friedrichs informed the board and the public that if anyone is interested there are scrapbooks and pictures in the Clerk's Office and to see Keri Bertrand. The board thanked Bonnie for the presentation.

REPORTS OF REGULAR COMMITTEES

Facilities, Capital & Strategic Planning Committee Update – Chair Don Gilmet reported the committee met and discussed the following: 1) Courthouse & Annex Roof Replacements out for Bids; 2) Pool had issues but seems to be resolved and is open; 3) DHHS – Further discussions with committee on what to do with the building and will have a building study done.

Courts & Public Safety Committee Update – Chair Kevin Osbourne reported the committee met and discussed the following: 1) Continue to work forward on Animal Control Ordinance; 2) Emergency Manager, 911 Director, and Central Dispatch organization; and 3) Central Tower Project working on.

Personnel Committee Update – Chair Marty Thomson reported the committee met on March 14, 2022 and discussed the following: 1) Letters of Understanding for MERS. Next meeting Monday, May 2, 2022.

MAC LEGISLATIVE CONFERENCE

Commissioner Osbourne reported he attended a Michigan Association of Counties Conference along with Commissioner Kozlowski and Commissioner Gilmet reporting good networking and the court funding seminar and broad band was very knowledgeable.

Commissioner Kozlowski reported that the conference was a really good opportunity with speakers and spoke with other board of commissioners from other counties.

Commissioner Gilmet reported legislative council and Headley amendment with other elected officials and open meetings act was good. Commissioner Gilmet addressed broadband connectivity future funds allocated funding through the Federal Government with the state controlling.

BUDGET ADJUSTMENTS REQUEST

County Administrator Mary Catherine Hannah presented the budget adjustments request reporting that she has an updated memo that she passed out to the board. Administrator Hannah noted that this request is needed to carry out the assistant director position for the Home Improvement program. Moved by Commissioner Osbourne and supported by Commissioner Gilmet to approve the below Action Item. Roll call vote was taken: AYES: Commissioners Gilmet, Karschnick, Peterson, Fournier, Osbourne, Thomson, Kozlowski and Adrian. NAYS: None. Motion carried.

ACTION ITEM #5: Recommendation to approve the budget adjustments request to adjust the percentage allocation of the Director salary to 60% to Office of the Public Guardian and 40% to the Home Improvement Program and authorize the Treasurer to make the necessary budget adjustments as presented.

Administrator Hannah presented the budget adjustments requests for the Housing Fund balance and General Fund balance to help offset the additional \$8,912 increase due to lack of grant funding. Moved by Commissioner Thomson and supported by Commissioner Gilmet to approve the below Action Item. Roll call vote was taken: AYES: Commissioners Gilmet, Karschnick, Peterson, Fournier, Osbourne, Thomson, Kozlowski and Adrian. NAYS: None. Motion carried.

ACTION ITEM #6: Recommendation to approve the following budget adjustments and authorize the Treasurer to make the necessary budget adjustments as presented.

GL NUMBER	DESCRIPTION	2022 Budget Adjustment
Fund 101 - GENERAL FUND		
Dept 278 - PUBLIC CONSERVATOR		
101-278-703.000	SALARY	\$ (8,361.00)
101-278-702.000	Program Assistant	\$ 12,745.00
101-278-709.000	SOCIAL SECURITY	\$ 900.00
101-278-711.000	MEDICARE	\$ 74.00
101-278-716.000	MERS DEFINED CONTRIBUTION	\$ 893.00
101-278-718.000	HOSPITALIZATION	\$ 2,403.00
101-278-724.009	WORKERS COMPENSATION	\$ 51.00
101-278-724.014	SICK AND ACCIDENT	\$ 207.00
		\$ 8,912.00
Fund 276 - HOUSING COMMISSION 276 FUND		
Dept 703 - HOUSING COMMISSION		
276-703-703.000	Director Salary	\$ 20,066.00
276-703-703.001	ASSISTANT DIRECTOR	\$ (9,316.00)
276-703-702.000	Program Assistant	\$ 8,497.00
276-703-709.000	SOCIAL SECURITY	\$ 600.00
276-703-711.000	MEDICARE	\$ 50.00
276-703-716.000	MERS DEFINED CONTRIBUTION	\$ 595.00
276-703-718.000	HOSPITALIZATION	\$ 1,603.00
276-703-724.009	WORKERS COMPENSATION	\$ 35.00
276-703-724.014	SICK AND ACCIDENT	\$ 139.00
		\$ 22,269.00

Administrator Hannah presented the budget adjustments requests for the Human Resources position. Moved by Commissioner Peterson and supported by Commissioner Karschnick to approve the below Action Item. Roll call vote was taken: AYES: Commissioners Gilmet, Karschnick, Peterson, Thomson, and Adrian. NAYS: Commissioners Fournier, Osbourne, and Kozlowski. Motion carried.

ACTION ITEM #7: Recommendation to approve the budget adjustments request to authorize the Treasurer to create a line item for the Human Resources position and put \$31,000 into the Salary line item and make the necessary budget adjustments as presented.

ARPA UPDATE

Chairman Adrian gave an ARPA (American Rescue Plan Act) update reporting the projects have been started and has no further updates at this time.

AMEND HURON PINES REQUEST

County Administrator Mary Catherine Hannah presented the amendment request for Huron Pines reporting the data sharing agreement approved at the last board meeting needs to be updated and have included the amendment request to the board. Moved by Commissioner Peterson and supported by Commissioner Thomson to approve the below Action Item as presented. Roll call vote was taken: AYES: Commissioners Gilmet, Karschnick, Peterson, Fournier, Osbourne, Thomson, Kozlowski and Adrian. NAYS: None. Motion carried.

ACTION ITEM #8: Recommendation to amend Huron Pines request for data sharing agreement as recommended by Finance Ways & Means Committee on March 8, 2022 and requests that the data sharing agreement between Alpena County and Huron Pines reflect sharing parcel data that includes landowner information, PID, legal description, property address, owner mailing address, SEV, acreage, and taxable data for all of Alpena County to protect existing and restore natural resources for all Alpena County residents as presented.

MRF REQUEST FOR MATCHING FUNDS

Administrator Hannah presented the MRF (Multi-Stream Recycling Facility) request for a committed match from the County which will help with the grant application. Administrator Hannah reported the deadline to apply for the EDA Grant is March 31, 2022. Moved by Commissioner Peterson and supported by Commissioner Gilmet to approve the below Action Item. Roll call vote was taken: AYES: Commissioners Gilmet, Karschnick, Peterson, Osbourne, Thomson, Kozlowski and Adrian. NAYS: Commissioner Fournier. Motion carried.

ACTION ITEM #9: Recommendation to approve commitment of matching funds for new regional MRF (Multi-Stream Recycling Facility) in the amount of \$500,000 for the EDA Grant Application and contingent on creating a Recycling Authority as presented.

MRF DIRECTED FUNDS REQUEST

Administrator Hannah presented the request to make Directed Funds through Senator Peters Office for a Multi-Stream Recycling Facility (MRF) for approval. Administrator Hannah reported this is not a reimbursement grant and no match is required if show community support. Moved by Commissioner Thomson and supported by Commissioner Osbourne to approve the below Action Item.

Roll call vote was taken: AYES: Commissioners Gilmet, Karschnick, Peterson, Osbourne, Thomson, Kozlowski and Adrian. NAYS: Commissioner Fournier. Motion carried.

ACTION ITEM #10: Recommendation to approve to make Directed Funds (earmarked) request through Senator Peter's Office for MRF (Multi-Stream Recycling Facility) as presented.

CLOSED SESSION

Moved by Commissioner Karschnick and supported by Commissioner Osbourne to go into Closed Session for Litigation updates. Roll call vote was taken: AYES: Commissioners Gilmet, Karschnick, Peterson, Fournier, Osbourne, Thomson, Kozlowski and Adrian. NAYS: None. Motion carried. Closed Session at 7:15 p.m. and Opened Session at 7:30 p.m.

ROLL CALL

Roll was called with the following Commissioners present: Don Gilmet, District #1; Robert Adrian, District #2; Dave Karschnick, District #3; Commissioner Bill Peterson, District 4; Commissioner Brenda Fournier, District #5; Commissioner Kevin Osbourne, District 6; Marty Thomson, District #7; and John Kozlowski, District #8.

PUBLIC COMMENT

None.

ADJOURNMENT

Moved by Commissioner Peterson and supported by Commissioner Karschnick to adjourn. Motion carried. The meeting adjourned at 7:40 p.m.

Robert Adrian, Chairman of the Board

Bonnie Friedrichs, County Clerk

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