

**OFFICIAL PROCEEDINGS
OF THE
ALPENA COUNTY BOARD OF COMMISSIONERS
DRAFT - Full Board Meeting Minutes
Tuesday, December 20, 2022 – 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 Chairman Robert Adrian in the County Annex Building, Howard Male Conference Room, Alpena, Michigan and via Zoom on Tuesday, December 20, 2022 at 1:00 p.m.

PRAYER

Prayer was offered by Pastor Rich George of Alpena Free Methodist Church.

PLEDGE OF ALLEGIANCE

Chairman Robert 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; Dave Karschnick, District #3; Bill Peterson, District 4; Brenda Fournier, District #5; Kevin Osbourne, District 6; Marty Thomson, District #7; John Kozlowski, District #8; and Robert Arian, District #2.

AGENDA

Moved by Commissioner Gilmet and supported by Commissioner Osbourne to adopt the agenda with the following removed off the agenda: 1) Pace Program Update. Motion carried.

PUBLIC COMMENT

Ben Young of Alpena shared his support of the DDA Expansion Boundary Project.

Tom Heise of Alpena shared his concerns of the sale of the old jail.

2022 ANIMAL CONTROL OFFICER OF THE YEAR

Melissa FitzGerald, Michigan Association of Animal Control Officers, presented Animal Control Officer Deputy Michelle Reid with the 2022 Animal Control Office of the Year Award. Melissa read a few experts of Deputy Reid's performance and dedication to the Animal Control Shelter for Alpena County.

DDA BOUNDARY EXPANSION PROJECT

Anne Gentry, DDA Director, made a presentation to the board on the DDA Boundary Expansion Projects for Alpena and gave a background history of the need for the project reporting she can present in

January to the new Commissioners. Anne informed the board that there is no need for action today.

Mike Mahler, Economic Development Director, presented information to the board on the project reporting that this project will end in 30 years.

Anne reported that the timeframe to opt in/opt out is February 3, 2023, and if the County does not do anything they are automatically opted in.

Chairman Adrian recommended to defer this decision to the new board in 2023.

Administrator Hannah reported that the County will need legal counsel to assist with the Resolution.

Chairman Adrian presented the Consent Calendar for approval.

CONSENT CALENDAR

- A) **Local Emergency Planning Committee Meeting Minutes** – December 8, 2022
- B) **Finance Ways & Means Committee Meeting Minutes** – December 13, 2022
(*Minutes only)
- C) **Personnel Committee Meeting Minutes** – December 16, 2022

ACTION ITEM #PC-1: The Committee recommends an increase of 10% for the Airport Manager's salary as presented.

ACTION ITEM #PC-2: The Committee recommends a full-time position for the Assistant Airport Manager as long as the full-time position is covered by the CARES grant as presented.

ACTION ITEM #PC-3: The Committee recommends approval to reappoint Tom Spaulding to serve on the Alpena County Road Commission Board for a 6-year term (1/1/23 – 12/31/28) as presented.

ACTION ITEM #PC-4: The Committee recommends approval to reappoint Chuck LeFebvre to serve on the Alpena County Planning Commission (Community & Economic Development); to appoint Kevin Osbourne to serve on the Alpena County Planning Commission (Transportation, Public Works & Safety); and to appoint Jeff Kowalski to serve on the Alpena County Planning Commission (Agriculture, Forestry & Land Use) each for 3-year terms (1/1/23 – 12/31/25) as presented.

ACTION ITEM #PC-5: The Committee recommends approval to reappoint Jeff Kowalski to serve on the Alpena County Parks & Recreation Commission for a 3-year term (1/1/23 – 12/31/25) as presented.

ACTION ITEM #PC-6: The Committee recommends approval to reappoint Barbara Cornell to serve on the Department of Human Services Board for a 3-year term (1/1/23 – 12/31/25) as presented.

ACTION ITEM: #PC-7: The Committee recommends approval of a Letter of Recognition to Fred Wegmeyer for his years of service on the Alpena County Planning Commission from 2004 to 2022 as presented.

INFORMATIONAL ONLY

Parks Commission Board Meeting Minutes – November 2022

Moved by Commissioner Thomson 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.

COUNTY ADMINISTRATOR CONTRACT RECOMMENDATION

Personnel Committee Chair Marty Thomson presented the recommendation to offer County Administrator Mary Catherine Hannah a 5% raise like the nonunion and elected officials will receive in 2023 and to extend the contract by one year as Administrator Hannah meets and exceeds expectations of her evaluation. Discussion and recommendation for a raise and extend contract an additional year. Commissioners gave input on Administrator Hannah's performance and thanked her for the work she has accomplished over the past year. Moved by Commissioner Thomson and supported by Commissioner Gilmet to approve County Administrator Mary Catherine Hannah receive a 5% raise for 2023 and extend current contract an additional year (2021 to 2025). Roll call vote was taken: AYES: Commissioners Gilmet, Karschnick, Peterson, Thomson, and Adrian. NAYS: Commissioners Fournier, Osbourne, and Kozlowski. Motion carried.

NEW WEBSITE CONTRACT UPDATE

County Administrator Hannah presented the new County Website Contract for approval. IT Director Mousseau gave an update to the board reporting that the \$6,000 down payment has already been paid out of the 2022 budget and the balance of the Consulting Fee he will request line-item transfers from the Treasurer with monies in his 2022 budget. Moved by Commissioner Karschnick and supported by Commissioner Peterson to approve the below Action Item as presented. Roll call vote was taken: AYES: Commissioners Gilmet, Osbourne, Thomson, Kozlowski, Karschnick, Peterson, Fournier and Adrian. NAYS: None. Motion carried.

ACTION ITEM #CPSC-2- The Committee recommends approval of a 5-year contract for development and maintenance of the Alpena County Website in the total amount of \$20,560 (2022 website development budgeted) and \$7,670 (annual maintenance beginning 2024) with monies budgeted as presented.

FY23 US EPA SWIFR – MRF NEW GRANT APPLICATION

Administrator Hannah presented the FY23 U.S. EPA Solid Waste Infrastructure for Recycling (SWIFR) for approval reporting that there is no County match required and is not a reimbursable grant; this is a new grant and due mid-January 2023. Administrator Hannah informed the board that the Recycling Authority is in process and will be taking over the grant for the County. Moved by Commissioner Peterson and supported by Commissioner Gilmet 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 #3: Recommendation to approve the FY23 U.S. EPA Solid Waste Infrastructure for Recycling (SWIFR) – Multistream Recycling Facility (MRF) New Grant Application for the Development and Construction of the new Alpena Recycling Facility in the amount of up to \$2,000,000.00 with no County match and is not a reimbursable grant. This has been sent to the Grant Review Committee for approval.

FY23 MARIHUANA GRANT RENEWAL APPLICATION

Administrator Hannah presented the FY23 Marihuana Grant renewal application reporting there is no County match, and this grant is administered through the health department. Moved by Commissioner Fournier and supported by Commissioner Osbourne 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 #4: Recommendation to approve the FY23 Marihuana Operation and Oversight Grant Renewal Application for the District Health Department #4 in the amount of \$12,623.00 with no County match. This has been sent for Grant Review Committee approval.

REPORTS OF REGULAR COMMITTEES

Facilities, Capital & Strategic Planning Committee Update – Chair Don Gilmet reported that the Committee will meet tomorrow, and the Capital Improvement Plan has been approved by the Planning Commission and Full Board.

Courts & Public Safety Committee Update – Chair Kevin Osbourne reminded the board that the 2023 Attorney Contract Agreement for Civil representation will be expiring in March/April next year and gave an update on the Enterprise program.

Personnel Committee Update – Chair Marty Thomson reported that the Committee has been busy the past couple of weeks with appointment interviews to boards/commissions and 6 union contracts wrapped up and he thanked the Committee.

RECOGNITION OF OUTGOING BOARD MEMBERS

Chairman Adrian recognized the outgoing board members and thanked Commissioners John Kozlowski, Kevin Osbourne, Don Gilmet, and Marty Thomson for their wisdom, knowledge, and expertise they have brought to the board.

Commissioner Kozlowski reported that he is not sure what he will be doing but commented that though they have not all agreed he shared his respect and appreciates their time working together.

Commissioner Karschnick thanked Commissioners Kozlowski, Gilmet, Osbourne, and Thomson and shared with what they have accomplished together.

Commissioner Thomson presented a Letter of Recognition to Chairman Adrian and read the Letter of Recognition from the board.

Chairman Adrian thanked everyone and shared his appreciation and wished the new Commissioners well coming onboard in 2023

PUBLIC COMMENT

Jessica Luther of Alpena shared her concerns of the library appointment to their board and the applicant not selected and not aware of the selection until after approval.

Administrator Hannah reported she will reach out to Jessica to clarify and answer her questions.

ADJOURNMENT

Moved by Commissioner Kozlowski and supported by Commissioner Gilmet to adjourn. Motion carried. The meeting adjourned at 2:12 p.m.

Robert Adrian, Chairman of the Board

Keri Bertrand, Clerk

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